

Corporate Principles



*Scope and Application:
Karl Schmidt Spedition GmbH &
Co. KG with subsidiaries and
related affiliates*

Preamble

The corporate policy statement is one of the most important documents of a company. It sets out what the company stands for, which values are pursued and which rules must be observed. It is the basis for every single employee of SCHMIDT. In addition to the following principles, SCHMIDT is committed to the “Sustainable Development Goals (SDGs)” and participates in programmes like „[Responsible Care](#)“ and „[Operation Clean Sweep](#)“.

Responsible corporate governance also involves dealing with this openly. This policy statement is therefore made available transparently by the SCHMIDT Group to all interested parties.

Objective

The objective of this policy statement is to establish a sustainable and responsible culture of values in corporate practice.

Scope and Application

This guideline applies to all employees of the SCHMIDT Group in Germany and abroad with all associated companies over which SCHMIDT has decision-making authority. This standard also applies if it goes beyond local legislation. All other companies and business partners are invited to take these or similar standards into account in their business activities and to pass them on to their own business partners. A translation of the guideline into the relevant SCHMIDT languages is available.

Review and Update

The guideline is reviewed annually to ensure that it is up to date and accurate and is adapted or revised as necessary.

Heilbronn, 12.04.2024

signed

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Management

(The document is also valid without the management's signature)



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**To improve readability and to simplify language, the specific use of masculine and feminine language forms is avoided. All gender identities are explicitly included where the statements require this.

Preface by the Management

Dear employees, business partners and interested parties of the SCHMIDT Group, a lot has happened since the company was founded in Heilbronn in 1948. The SCHMIDT Group is now an internationally positioned logistics company that has successfully established itself through many years of experience, particularly in the bulk goods sector and in gas transport. From warehouse handling to transport and plant construction – a wide range of logistics services are our daily business.

Ensuring smooth processes requires an overarching corporate culture. Responsibility, respect, qualification and appreciation are just a few keywords in this context. The following pages provide an insight into this culture, clarify values and define processes to ensure a safe and good working atmosphere for employees and high-quality, reliable service provision for customers. Of course, responsibility for society and the environment must not be forgotten.

Employees are called upon to put theory into practice and integrate it into their daily processes. We also expect our partners to fulfil their due diligence obligations and assume responsibility.

We thank you very much for your commitment and interest.

Basic values of SCHMIDT

Basic values are classified as permanently important and consistent. The SCHMIDT core values define a framework within which all of the company's activities take place. They serve as a guard rail and guidepost and are highlighted and presented again below due to their great importance.

Respectful interaction and appreciation

The most important basic values include respectful interaction with each other and with business partners, customers and other contacts. An appreciative working environment is a prerequisite for

professional development and the development of professional and social skills.

Safety and Health

The employees of a company are its core. Their safety and health are therefore an essential part of SCHMIDT's basic values. This includes a safe and ergonomic workplace and the careful handling of risks as well as the targeted promotion and further development of employees.

Respect for environment and society

As a transport company, we also bear a great responsibility for our environment. This includes the careful use of natural resources, the reduction of GHG emissions and the fulfilment of professional and technological requirements to ensure safe road transport.

Ethics and compliance with the law

The company behaviour follows the basic rules of ethics. Compliance with legal requirements is mandatory in this respect.

SCHMIDT is also committed to the ten principles of the UN Global Compact.

Compliance and benefits of these principles

These principles of conduct are an integral part of SCHMIDT's corporate policy and apply across the board at all SCHMIDT locations at home and abroad. They serve to ensure responsible and long-term business conduct and are a guideline for all employees of the SCHMIDT Group. Employees are required to familiarize themselves with these principles and guidelines and to comply with them.

Responsibility for ensuring that this declaration is observed lies with the management. This ensures that the importance of this guideline is respected throughout the company and that its rules are implemented.

General principles of conduct

Compliance with applicable law

SCHMIDT is committed to compliance with applicable laws. Violations of the law are to be avoided. The respective legislation of the country in which the business activity takes place applies. Significant legislation for the SCHMIDT Group includes, for example, the UK Bribery Act with regard to corruption, the UK Modern Slavery Act with regard to human rights, the Supply Chain Act with regard to sustainable procurement, the Whistleblower Protection Act and, of course, the respective national laws and, where applicable, EU requirements. Internal regulations are to be understood and complied with as applicable law, provided they do not contradict higher-ranking law.

Obligation to inform

Employees of the SCHMIDT Group are obliged to inform themselves about applicable laws, regulations and guidelines in their area and to act accordingly. Internal work instructions must be followed.

Respectful treatment and social responsibility

Every employee of the SCHMIDT Group is obliged to treat colleagues, customers, partners, suppliers and all other contact persons with respect and to act in a professional and objective manner.

Quality assurance and reporting

The assurance of service quality not only serves company interests, but also ensures customer protection. At our warehouses, we have an increased duty of care towards our customers, as even minor contamination of the transport container can cause major damage. Work processes must be completed carefully and responsibly. This also includes the documentation of relevant processes, measures and key figures. Problems and errors are to be reported at an early stage to enable the best possible correction. Complaint management receives customer information and processes it promptly. Close

networking ensures that the quality of service is continuously improved.

Responsibility for corporate reputation

The reputation of a company is largely determined by its employees and their behaviour. Each individual therefore has a responsibility not to damage the company's image through his or her actions and conduct and to promote a positive external image.

Regular risk analysis

An active contribution to ensuring human rights and environmental protection issues is the risk analysis carried out annually as well as on an ad hoc basis. One example of an ad-hoc risk analysis is the review of country risk when starting business operations in a new country region. The risk analysis makes it possible to initiate measures to prevent human rights violations quickly and effectively. It also examines the extent to which negative environmental impacts can be prevented or minimized. Failure to carry out a business activity is also a potential measure if there is a serious and unavoidable threat to due diligence.

SCHMIDT identifies child and forced labor, compliance with statutory working time requirements, occupational health and safety and discrimination as particularly sensitive. Due to the cooperation with contractors, the business activities in countries with increased country risks, the work with ADR-relevant goods as well as the cultural diversity, a special attention is necessary here. In the area of the environment, the introduction of environmentally harmful substances such as lubricants and microplastics poses a particular risk.

The human rights and environmental risk analysis can be carried out separately or integrated into standard analyses (such as the supplier analyses of the purchasing department). The results of the risk analysis are continuously incorporated into corporate decision-making. The risk analysis thus forms

the basis for identifying appropriate preventive and remedial measures.

Respect of human rights

Commitment to respect human rights

„The dignity of men is unimpeachable“.

This also applies to the SCHMIDT Group. Our commitment is based on the *UN Guiding Principles on Business and Human Rights*. This includes respect for human rights by the company itself as well as ensuring remedial measures as a supplement to the state's duty to protect. We also support the *International Bill of Human Rights*, the *OECD Guidelines for Multinational Enterprises*, the *Responsible Care® Global Charter of the International Council of Chemical Associations* and the principles of the *International Labor Organization (ILO)*. We believe that these rights are indivisible for all people. The management as well as the employees, partners and suppliers of SCHMIDT are convinced of the importance of these principles and standards and support their compliance consistently. Should the above-mentioned international standards lead to a conflict with national law, SCHMIDT will try to ensure the international standards as best as possible in compliance with the applicable law. The commitment obligates SCHMIDT to actively prevent human rights violations and to take reactive and targeted measures when differences and risks are identified.

Positioning on essential human rights

Respect for human dignity

Human dignity must be respected. We maintain respectful and non-discriminatory behaviour within our company and expect the same from external contacts towards our employees.

Child Labor

An essential component of human rights is the prevention of child labor. The German legal minimum age of 15 years applies throughout the Group, even if local legislation stipulates a lower minimum age. If a higher minimum age applies locally, the higher

age specified is binding in accordance with the legislation. The age must be checked by the relevant personnel officer before an offer of employment is made. Exceptions are permitted in the context of training or an internship, provided that this is done within a customary framework. In the interests of protecting young people, young people under the age of 18 are not employed for activities with an increased risk potential.

Forced labor and human trafficking

Unvoluntary work is also a condition of employment with the SCHMIDT Group. The forced labor regulations also apply to the company's contractors. A zero-acceptance policy applies to forced labor, human trafficking and modern slavery, which must also be strictly adhered to by our business partners.

This also includes serfdom, military labor and forced labor of prisoners. No employees are employed in the company under duress, coercion or involuntarily.

Freedom of association

Individual and collective freedom of association shall be preserved. Reprisals for exercising or not exercising this human right are prohibited. Irrespective of the formation of associations, the promotion of a regular exchange between the company and its employees is a matter of course.

Exploitation and punishment

We do not tolerate exploitation or psychological or physical punishment of employees.

Physical integrity

For SCHMIDT, it is self-evident that no physical harm or risk should be knowingly accepted as a result of employment in the workplace. A zero-accident policy is therefore a principle of occupational safety.

Measures to ensure human rights at SCHMIDT

Measures to prevent human rights violations within the SCHMIDT Group include checking every new contractual partner (in particular contractors and suppliers) for compliance with human rights and taking these criteria into account in the assessment. Internal audits monitor compliance with human rights at the various SCHMIDT sites. Every SCHMIDT employee is required and sensitized to recognize human rights violations and to report suspected cases immediately to the appropriate office. The same applies to suppliers, customers and other parties who find reasonable cause to believe that human rights have been violated.

Every report received must be followed by an in-depth investigation of the facts. SCHMIDT reserves the right to terminate business relations if human rights violations are identified and/or are not taken into account in an appropriate manner in the form of measures.

Working environment and conditions

Employment contract and working conditions

Every employment with the SCHMIDT Group is governed by a written employment contract. Each employee of the SCHMIDT Group is free to terminate the employment relationship in compliance with the statutory and contractual notice periods. The minimum wage requirements are complied with in terms of remuneration. Employees are informed transparently about the composition of the remuneration. Every employee is entitled to appropriate remuneration.

Our business partners are also required to comply with the applicable national minimum wage laws at the very least. If the legal requirements are not sufficient to ensure an appropriate income, the business partners are required to take appropriate measures to ensure adequate remuneration. The remuneration concept also includes special annual payments such as Christmas bonuses and similar bonuses.

Working hours comply with the legal requirements. Employees must adhere to their working hours in accordance with the legal framework. The company's specifications and task structure must not hinder this compliance. Driving times and rest periods are of particular importance for the profession of motor vehicle driver, as they not only have legal significance but also serve to prevent accidents. There is corresponding compensation for overtime worked, e.g. in the form of compensatory working time or remuneration. Parental leave and maternity protection are mandatory.

As with business relationships, the SCHMIDT Group strives for long-term employment relationships. In terms of employment contracts, permanent employment contracts predominate for the most part, as SCHMIDT strives to win employees for the company on a long-term basis.

Leadership responsibility

Supervisors of the SCHMIDT Group bear a special responsibility. They not only have supervisory and control duties for their employees, but must also ensure that no violations of laws and internal guidelines occur within their respective areas of responsibility. As a confidant of the employees, they have an open ear for their concerns and are committed to respectful and fair treatment. Regular performance appraisals are to be conducted and communicated in accordance with the principles of equal opportunity and non-discrimination. Feedback is always to be expressed in an appreciative and meaningful manner.

Diversity and inclusion

Employees of all ages, ethnicities and religions work together at SCHMIDT. Discrimination on the basis of race, ethnic origin, gender, religion, ideology, disability, age or sexual orientation will not be tolerated. SCHMIDT promotes respectful and courteous cooperation. SCHMIDT employees are committed to appropriate social interaction. Due to their position and increased influence, managers in

particular bear a great responsibility to refrain from and prevent such discrimination.

Equal treatment and gender equity

The human right of equal treatment must be observed. No one may be discriminated against or given preferential treatment on the basis of origin, race, ethnicity, religion, sexual orientation, political orientation, age or gender. This includes, in particular, gender equality. Equal pay is mandatory and can be monitored and tracked with the help of appropriate indicators. This includes equal pay for equal work. These principles already apply to the hiring process, before the potential employee enters into a legally valid employment contract.

Training and education

All employees of the SCHMIDT Group are regularly informed and trained via a web-based training portal about applicable regulations and obligations as well as about this policy document. In addition, this is also used to carry out special further training. Every employee of the SCHMIDT Group undertakes to carefully attend the courses assigned to him. In addition, long-term employability is promoted through further training and qualification. It is the responsibility of the responsible managers to recognize and proactively identify training needs. Employees are encouraged to report training demands.

Qualification includes not only professional training but also personal development. The training courses also comply with the current **CEFIC** requirements on **BBS** (Behaviour Based Safety) and **GMP+** (Good Manufacturing Practices) and are continuously adapted to changes.

The principle of accessibility applies. In principle, all employees of the SCHMIDT Group are entitled to further education and training. This also includes the availability of training courses in the relevant SCHMIDT languages.

Occupational safety and health

Occupational safety and accident prevention

The basis for a safe and functioning employment system is the creation and maintenance of safe and humane working conditions.

Efficient occupational health and safety and effective accident prevention are particularly important for this, especially in view of the challenges of an increasingly fast-paced and demanding working world due to digital and technical change. Safety and health at work are therefore important focal points in the SCHMIDT Group.

The aim is to effectively protect employees, external workers and visitors from hazards and damage to health. Reliable legal foundations and a legally secure framework for all SCHMIDT companies are essential for this. The occupational health and safety department is centrally located at the headquarters in Heilbronn. Additional safety officers as well as external specialists for occupational safety in the individual branches ensure the protection goal. Occupational health and safety refers to the measures, means and methods used to protect employees from work-related safety and health hazards. The aim is to prevent accidents at work and protect the health of employees.

Implementation of occupational safety

Occupational safety is based on laws, ordinances and the rules of the German Social Accident Insurance (DGUV). These form the basis for assessing workplace hazards and deciding on the necessary protective measures.

The occupational health and safety organization is integrated into the management, thus ensuring the sustainable integration of occupational health and safety into the structures.

Employees are regularly instructed on health and safety and trained in precautions for particularly hazardous work areas and work situations. Employees are required to follow the guidelines and work instructions for occupational safety and to report

any deficiencies. Reported deficiencies are followed up promptly and, if necessary, corrective measures are defined. Measures are taken for safe workplace and workstation design, safer work equipment, noise protection, occupational health precautions, load handling or for handling hazardous or biological substances.

Technical safety of equipment, products and systems are assessed and tested for occupational safety.

Risk assessments

The central pillar of occupational safety is the performance of risk assessments. It includes, among other things, workplace-related, event-related, work equipment-related and activity-related risks. These serve to systematically determine and evaluate the hazards associated with the work of employees with the aim of determining the necessary occupational safety measures. Hazard refers to the possibility of damage or impairment to health without any specific requirements as to its extent or probability of occurrence. Following the determination of the hazard factors, the assessment aims to derive sensible and necessary protective measures.

Reporting and notification procedures

Safety indicators are collected and evaluated throughout the Group to check the prevention and correction measures. SCHMIDT pursues a zero-accident objective.

Various digital platforms (e.g. SharePoint) are available for employees on the subject of occupational health and safety, e.g. as a source of information, for providing data and submitting near-miss reports.

Via a virtual trainer, training modules are assigned to each employee on a task-specific basis.

As a staff unit, Occupational Safety reports directly to the Executive Board and regularly reports to it on its activities.

Ethics and Compliance

Bribery and Corruption

Corruption is the misuse of a business function to obtain a personal advantage or an advantage from a third party. SCHMIDT prohibits any kind of unlawful personal benefit. Neither the acceptance nor the giving of bribes in material or immaterial form will be tolerated. This includes both direct bribery and indirect bribery through intermediaries. Supporting bribery and corruption is also strictly prohibited. Supervisors must make their employees aware of this issue. In areas with an increased risk of corruption, e.g. purchasing, special training and approval procedures must be observed. Supplier risk analyses must take the risk of corruption into account and assess it. In case of doubt and in the case of orders and decisions involving major assets, the "four-eyes principle" and special attention must be applied.

Cases of corruption and bribery must be reported immediately to the appropriate office.

Gifts and invitations

Gifts or other attentions from partners, suppliers or customers are only permitted up to an appropriate value. In order to reduce the risk of corruption, gifts exceeding a value of 20 euros must be documented, reported to the supervisor and given to all employees or used for a charitable purpose. Invitations to events are permissible provided that they are reasonable and serve to maintain business relations. However, they may not influence decisions in an inappropriate manner. Smaller gifts below the cash limit are also permitted, provided they serve to promote team cohesion and are of a customary scope.

Cash or cash equivalents, on the other hand, are completely prohibited. Regardless of the value, gifts may not be linked to an expectation. SCHMIDT employees are required not to allow business decisions to be unduly influenced and to maintain objectivity. These principles also apply in the same

way to gifts and invitations granted externally by employees of the SCHMIDT Group.

An exception to these value limits is contact with state employees and civil servants. Here, no gifts or invitations are permitted.

Money laundering

The laws on money laundering must be complied with. Suspicious cases or conspicuous financial flows must be reported immediately to the supervisor or the whistleblower contact. The "four-eyes principle" and the release and approval processes for payment flows must be observed. Payment flows must always be documented and substantiated. Conspicuous cash flows are checked as part of internal controlling.

Donations and sponsorship

Donations may only be made with the prior approval of the management. Donations and sponsorship activities must not give the appearance of corruption or bribery. In the course of a continuous improvement system at SCHMIDT, suggestions for non-profit and charitable purposes are possible.

Fraud and theft

Any form of fraud and theft is prohibited. It does not matter whether employees of the SCHMIDT Group, companies of SCHMIDT or third parties are harmed. The intentional deception of internal or external stakeholders is sanctioned according to the degree of severity. In the event of damage, claims for damages and liability will be asserted in addition to criminal fines. Transparent working practices on the part of our employees prevent fraudulent actions.

Fair competition

The SCHMIDT Group believes in free and open competition. Fair and respectful dealings with business partners are obligatory. Disparaging behaviour, deception, bribery and unlawful business practices are to be refrained from. Antitrust law and

competition law must be observed. Price agreements and agreements that restrict free competition are unacceptable. If an employee is contacted with such a request, the exchange must be rejected immediately and in writing, with reference to competition law and internal regulations.

Avoidance of conflicts of interest

Conflicts of interest are detrimental to fair competition and cooperation. Secondary employment for competitor companies is prohibited. If conflicts of interest cannot be avoided, the employee concerned must disclose them to his or her supervisor. Together with the supervisor, measures must be initiated to deal with the conflict of interest. This can be done, for example, by removing the employee from the activity or by monitoring the activity or by carrying out the activity under the principle of multiple control.

Import and export operations

The SCHMIDT Group carries out international transports and business services. Therefore, it is of particular importance at this point that applicable customs regulations must always be complied with. This includes applicable duty regulations as well as the observance of trade restrictions and sanctions.

Data protection and business secrets

The SCHMIDT Group is committed to protecting the personal data of our partners and employees through compliance with the applicable data protection regulations, through secure systems and through the sense of responsibility of the employees of the SCHMIDT Group. Personal data must be particularly respected and protected in accordance with the General Data Protection Regulation.

As a logistics service provider, special attention must be paid to the personal rights of drivers. As a result of standard business practice, they are subject to close monitoring. Their localization data must be treated confidentially by the responsible employees.

Employees are instructed to handle confidential data carefully and mindfully. Company secrets and internal know-how must also be protected. Disclosing sensitive company information to third parties requires the approval of an authorized person. The obligations of this confidentiality continue even after the termination of the employment relationship.

GDPR training is a mandatory part of regular employee training and an important information security tool.

Copyright and intellectual property

Copyright must always be observed. This applies both to intellectual property of external organizations or persons that is subject to a limited right of use (e.g. the use of images that are not license-free) and to intellectual property of the SCHMIDT Group itself. It is mandatory to handle such information, works and documents carefully, in accordance with the rules and with care.

Whistleblowing and complaint management

A neutral and anonymous procedure is available for submitting information. It is guaranteed that tips will not have any negative impact on the whistleblower.

At the same time, it is urgently called upon to report misconduct and illegal as well as immoral practices without delay.

For such a report, the highest level of confidentiality applies to the persons involved. A case of notification triggers an examination process. SCHMIDT undertakes to carefully examine each case. If the examination reveals a justified reporting case, remedial and preventive measures are to be implemented, depending on the circumstances, in order to avoid similar cases in the future. Depending on the circumstances, the accused of a justified complaint may be subject to sanctions, up to and including termination. The consequences depend on the facts of the case and must be applied consistently

to all employees. The whistleblower system aims to keep the inhibition threshold for reports as low as possible. The contact address is communicated to external stakeholders on the company website and to internal employees via regular and obligatory training courses using our training tool as well as via internal communication channels such as notices, the intranet and circulars.

Compliance monitoring and consequences of misconduct

Regular reporting on ethics and compliance issues is laid down in this policy. Cases of corruption, bribery, fraud, money laundering and other violations of law and order are recorded and reported.

The SCHMIDT Group informs its employees about applicable compliance and conduct regulations. In the event of non-compliance with these or other company regulations as well as violations of law and order, the SCHMIDT Group reserves the right to impose sanctions depending on the severity of the violation. The possible consequences include warnings, dismissals, claims for damages by the SCHMIDT Group as well as claims for damages by third parties, fines and penalties and, in particularly serious cases, imprisonment. Employees are aware of their responsibility to contribute to responsible corporate practice and to act in accordance with internal regulations.

Effectiveness control

The effectiveness of compliance management is monitored by collecting and documenting compliance indicators. The aim is to minimize the number of justified reporting cases. SCHMIDT also reserves the right to conduct internal audits to verify compliance with the relevant requirements.

Supplier relations and procurement

Cooperative business relations

SCHMIDT attaches great importance to long-term business relationships. A supplier relationship on

an equal footing is characterized by a balanced "give and take". SCHMIDT buyers are committed to responsible and respectful dealings with existing and potential suppliers. The principles of the Supplier Guidelines and the General Purchasing Conditions form the basis for this.

Responsible supply chain

Supply chains are exposed to uncertainties and risks, particularly with regard to people and the environment. To be able to face these obstacles responsibly, risk analyses are carried out on a regular basis. In addition, our buyers are trained and encouraged to point out their due diligence obligations to suppliers.

We expect our suppliers to comply with our Purchasing Principles, which are based on our Supplier Guidelines and our Purchasing Conditions and address relevant responsibilities regarding human rights and environmental issues.

We encourage our suppliers to align their own supply chain with our requirements. We also reserve the right to terminate supply relationships in the event of serious violations.

Basic values within supplier evaluation

The supplier evaluation is a proven method to ensure SCHMIDT's due diligence obligations regarding the supply chain. SCHMIDT's procurement principle is to procure as locally as possible and to take social and ecological aspects into account. The supplier evaluation serves as an established instrument for responsible supply chain management within SCHMIDT. The evaluation is carried out in an appropriate and professional manner and must not be subject to any other influences.

Environment and sustainability

Conservation and respect for the environment

Environmental protection is a special concern of the SCHMIDT Group. Employees are required to comply with and take into account legal and

operational requirements. This includes, for example, the separation of waste, the careful use of resources such as water, electricity and materials and the careful treatment of the natural environment. Pollution is to be avoided. The investment in solar plants for the production of renewable energies also serves the respect of the environment. The possibility of installing the system is an integral part of SCHMIDT's construction strategy and is taken into account in the planning of all new buildings as well as relevant conversions and renovations. In addition, a permanent project group deals with the topic of sustainable drives and alternative fuels.

Reduction of negative environmental impacts

The reduction of negative environmental impacts is to be understood both proactively and reactively. The careful use of resources and internal waste management ensure material consumption and prevent waste from being released into the environment. In general, the principles of the circular economy are to be observed and strived for.

The pursuit of modern technologies, especially in the vehicle sector, helps to continuously reduce emissions in the transport business. Efficient route planning and transport management systems avoid empty kilometers and thus reduce unnecessary emissions. This also applies to building management, for example through energy-saving lighting systems. Negative environmental impacts are prevented reactively by acting quickly and in a coordinated manner in the event of damage (e.g. product leakage, oil loss). Corresponding procedural instructions are regularly included in the training plan.

Internal targets also take environmental objectives into account, such as emission reduction targets.

Local responsibility

We also have a responsibility towards our neighbors and fellow citizens. Measures to reduce noise and emissions protect society from the negative

effects of working at our plants. A complaints channel has been set up to enable citizens to report concerns or problems. Careful treatment of the environment also includes the surrounding ecosystems and their flora and fauna. Particularly in the vicinity of bodies of water, the regulations for water protection must be strictly adhered to in order not to endanger biodiversity.

Contact

If you have any questions or suggestions regarding this policy and internal processes, please feel free to contact:

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Feel free to contact our [whistleblower system](#) for violations or suspicions.

The contact for reporting is anonymous and available in different languages.