

## WISCHEMANN Group Purchasing guidelines

**General** These purchasing guidelines form the basis of our conduct. Reliable, open and fair dealings provide the basis of a long-term supplier relationship. Anyone who is a supplier or wants to become one must be willing to build up and continue to develop the partnership in a continuous and collaborative work, respecting human rights, ethical principles, working conditions and environmental protection.

**Customer satisfaction** The demands and satisfaction of our customers is what drives us. To achieve optimum quality, energy efficiency, reliability, and cost, we always work together across all areas and partner in the implementation of tasks and objectives. The basis for this is the procurement of components and materials in modern technology, having necessary quality and reliability, with good environmental compatibility, with the greatest reliability in delivery, highest flexibility and at competitive prices.

**Purchasing principles** Long-term cooperation with suppliers; requirements for the supplier are high but not excessive; partnership creates benefits for both parties; Supplier is open to technology and manufacturing process improvements under energy aspects; Supplier has modern communication equipment; Business practice in the supplier relationship is loyal and fair on both sides.

**Quality-, environmental and energy policy** We are consistently working to improve our quality and environmental performance by striving for long-term cooperation with suppliers, which themselves adhere to environmentally friendly production processes and take into account energy (sustainable) selection criteria with the objective of energy optimization. When purchasing energy-relevant goods/machines, energy-efficiency is of significant value for us

**Transparent conduct** Our work is based on our uniform approach, traceability and a partnership-based dialogue with our business partners. On the basis of key figures such as quality, energy, the environment, logistics and prices, we evaluate our suppliers and use this data for decisions on supplier selection. Personally getting to know the specialized partners and decision makers as well as an intensive exchange of information form the basis of the partnership dialogue.

**Code of conduct** Our code of conduct is based on our trade. Donations and acceptance of gifts which go beyond the usual business practices are prohibited.

**Supplier management** Different customer requirements, as well as our industry and product diversity, constantly present us with new challenges. To meet this, the adaptation of our procurement and logistics processes to the current and future requirements is part of our daily task. Effective, reliable and innovative suppliers are the focus of our supplier management. Regular supplier discussions play a decisive role in the optimization of this objective.

**International procurement** Through global procurement market activities we follow the requirements of our customers. Increasing global competitiveness, security of supply and flexibility as well as access to new technologies and markets are essential drivers.