

## **Purchasing Guidelines WISCHEMANN Group**

**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** We strive for long-term cooperation with our suppliers. Our demands on suppliers are high, but not excessive. Our suppliers are open to technology and production process improvements from an energy perspective. The business practices in the supplier relationship are mutually loyal and fair.

**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. We conduct our business fairly, honestly and transparently. We do not make any offers of bribery and do not bribe – neither directly nor indirectly. We do not accept bribes, even indirectly.

**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.