



# COMPLIANCE GUIDELINES

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## PREAMBLE

Visionary leadership has led the Weingärtner brand to become the globally trusted name in machine tool technology. Founded in Austria in 1965, we now form part of a global group with a team of over 700 employees and are a leading supplier of technology solutions to many industries, including energy, oil and gas, plastics and heavy engineering.

In addition to our resolute commitment to innovation and customer focus, we lay a great deal of emphasis on the intangible values which have played a significant role in our growth and success. Above all, loyalty to our customers and employees, always keeping our doors open for pioneering ideas, and never forgetting our humble beginnings. With this in mind, we are committed to taking on social responsibilities to aid the welfare of our surrounding communities, giving back to the very society which has endorsed our growth, directly impacting our success over many years.

Kirchham (Austria), October 2022

Ing. Weingärtner Friedrich and Weingärtner Andreas  
Managing Directors of Weingärtner Maschinenbau GmbH

## ABOUT WEINGÄRTNER

Weingärtner is one of the leading technology centers in the field of machine tool manufacturing and offers a wide range of modularly designed machines for high-performance machining and finishing of complex shafts and helical parts, which are supplied and technically supported worldwide.

To complement the machine tools, it also develops the necessary CAD/CAM software for their control, as well as the appropriate process and machining technologies.

The contract manufacturing of small to large high-precision parts in single as well as series production completes the range of services.

Our quality and safety management system is compatible with:

- // EN ISO 9001:2015
- // Framework directives on the protection of workers (89/391/EEC)
- // Employee Protection Act (ASCHG)

## AT A GLANCE

- // Customized turning and milling machines
- // Software packages developed in-house
- // Application-specific consulting
- // Design & simulation
- // Manufacturing & worldwide delivery
- // Commissioning
- // Aftersales service, spare parts
- // Technical training
- // Contract manufacturing

Weingärtner should not only be regarded as a machine manufacturer, but rather as a supplier of complete manufacturing processes, including machining analysis, tool and control technology, and software.





## COMPLIANCE GUIDELINES & CODE OF CONDUCT

This CCC is based on our corporate policy and contains all applicable guidelines and principles for conduct in accordance with values and laws as well as rules for ethically and legally impeccable conduct. The CCC is a conglomerate of values and behavioral guidelines that have to be applied in different environments and contexts, depending on the respective situation.

### SCOPE

This CCC must be observed in the interest of Weingärtner and in the interest of each individual employee. Compliance with the CCC is intended to strengthen Weingärtner's reputation and thus our competitiveness. This CCC applies to all Weingärtner employees (employees, workers, apprentices, leased staff, etc.) regardless of their position in the company and also to all who act on behalf of or for Weingärtner. It is important that Weingärtner's business partners also comply with the law and the CCC. Leaders shall set a positive example. Instructions from superiors contradicting the CCC are not binding and cannot be used as justification for misconduct.

### LAWS & GUIDELINES

Observing all regulations and laws is a top priority for Weingärtner. The applicable laws and other external and internal regulations must be strictly followed in all business activities and decisions.

All employees are required to obtain comprehensive information on the laws, other regulations and internal regulations applicable to their respective areas of responsibility and, in cases of doubt, to seek advice from the relevant departments of Weingärtner.

### GENDER-NEUTRAL FORMULATION

For reasons of readability, the simultaneous use of male and female language forms is avoided. In the interests of equal treatment, all designations of persons generally apply to both genders.







## SOCIAL RESPONSIBILITY

### Alcohol and drug abuse

Alcohol and drugs influence a person's behaviour and ability to work. The health of our employees is very important to us. Therefore, it is generally forbidden for our employees to consume alcohol, drugs or other intoxicants during working hours.

### Sexual harassment

Weingärtner does not tolerate sexual harassment in any form and under any circumstances. Violations will be subject to discipline or other appropriate management action.

### Discrimination

Weingärtner rejects any form of discrimination based on age, gender, religion or belief, ethnicity, marital status, disability, culture, political opinion, sexual orientation or social affiliation. For Weingärtner, every person is equal, unique and valuable and is respected for his or her individual abilities.

### Bullying

Weingärtner will not tolerate bullying in any form and under any circumstances. Violations will be subject to discipline or other appropriate management action.





## FAIR, RESPECTFUL & SAFE WORKING CONDITIONS

Our employees are our most valuable asset. That is why we strive to create a safe and attractive working environment in which trust, teamwork, taking on responsibility as well as respectful and fair interaction with one another are valued and lived.

Weingärtner pays attention to fair working conditions and high occupational safety standards. We reject any form of child or forced labour. The health of our employees and safety at work are very important to us.

Weingärtner complies with the respective legal regulations on health protection, occupational safety as well as fire and environmental protection. Furthermore, we strive to continuously improve the safety and health of our employees in their working environment and to avoid hazards.

## ENVIRONMENTAL PROTECTION

A responsible and sustainable approach to the environment is an important part of our corporate policy. We regard compliance with all relevant environmental protection laws, including the regulations of the countries in which Weingärtner operates, as a matter of course for management, executives and each individual employee. Weingärtner relies on resource-saving production processes.

In both the development of new products, and in the operation of production facilities, we always ensure that all environmental impacts arising from these are kept as low as possible.

We also attach great importance to the conscientious handling of waste and contribute to the recycling of materials and products. Each individual employee has a certain responsibility to treat natural resources with care and to contribute to the protection of the environment through his or her personal conduct.





## FAIR COMPETITION

We are committed to fair competition and consider it an important component of our long-term corporate success. Weingärtner complies with the applicable competition rules in all its business activities and does not participate, directly or indirectly, in business practices that violate competition law.

In the interests of fair competition, we do not use unfair business practices, such as statements about products that could mislead customers, belittling competitors or inappropriate advertising.

## CORRUPTION

Weingärtner attaches great importance to being unswayable and independent. Therefore, we avoid circumstances that could influence our impartiality.

Corruption is the abuse of entrusted power for personal benefit or advantage. The term “personal benefit” refers to benefits that personally enrich or improve a person. This includes gifts, invitations and other benefits (cash, vouchers, etc.).

Weingärtner employees may therefore neither directly nor indirectly grant, promise, accept or demand advantages which are suitable to influence transactions in an unacceptable manner or even to give the appearance of such an influence. Cash or non-cash benefits (e. g. vouchers), for example, may not be accepted, offered or granted under any circumstances.

## AVOIDANCE OF CONFLICT OF INTEREST

Every employee at Weingärtner is obliged to avoid conflicts between his private interests and the company interests of Weingärtner. All decisions should be made in the interest of Weingärtner and should not be influenced by private interests.

Conflicts of interest can arise, for example, through family or friendly relationships with a business partner or his employees or by own financial interests (e. g. by own entrepreneurial activities or investments). In addition, side-line activities can establish an economic or moral dependency relationship. Potential conflicts of interest must be disclosed in full immediately and reported unsolicited to the respective manager.



## CONFIDENTIALITY & PROTECTION OF INTELLECTUAL PROPERTY

The intellectual property of Weingärtner includes, for example, know-how and industrial property rights, product developments, development of new technologies and results from scientific or technical research. These represent valuable assets and are the basis for our success. This information must therefore be particularly protected.

Every single employee of Weingärtner is obliged to protect the intellectual property, know-how etc. of Weingärtner particularly carefully by keeping this information secret and using it only for business purposes. In particular, this confidential information may not be disclosed to third parties.

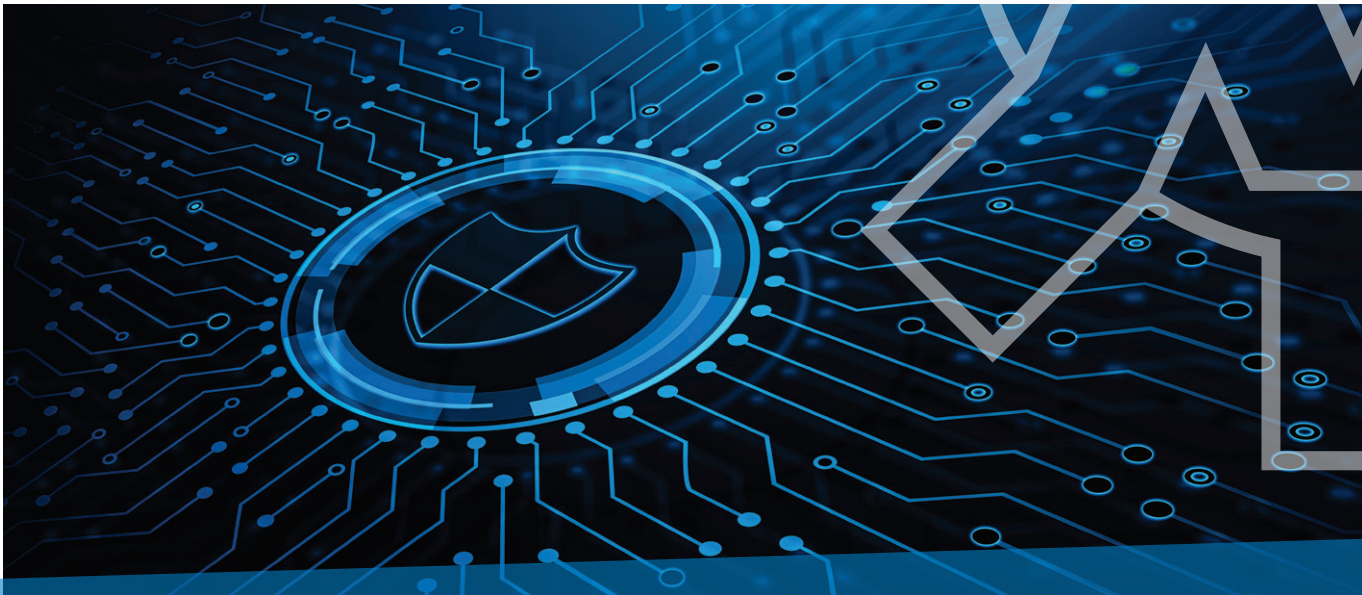
Business partners of Weingärtner must sign confidentiality agreements if confidential information is brought to their attention after approval by a head of department or the company management. Weingärtner also protects the business secrets of all business partners, treats them with strict confidentiality and does not disclose them to unauthorised third parties.

## DATA PROTECTION

The protection of personal data is a special concern of Weingärtner. We therefore process personal data of our employees and business partners exclusively on the basis of the relevant legal provisions (in particular EU GDPR, DSGVO (Data Protection Act), TKG (Telecommunications Act 2021)).

When collecting and processing personal data, Weingärtner pays attention to lawfulness, fairness and transparency, the limitations on use, the minimisation of data, correctness, storage limitation, integrity and confidentiality.

Further information on data protection can be found in our Data Privacy Statement on our website at <http://www.weingartner.com/footer/data-protection/>.







## REPORTING MISCONDUCT

If employees discover specific violations of the CCC or unlawful or dubious events, these must be reported immediately to the following departments/bodies in the order listed below:

- // Line manager or department manager
- // HR department
- // Works council
- // Company management

All reports are carefully examined with due regard for confidentiality. Employees who report misconduct will not suffer any negative consequences.

## IMPLEMENTATION & REVIEW

The HR Department is responsible for the implementation and review of the CCC. All employees are regularly informed about the content of the CCC and the applicable legal regulations.

Weingärtner reserves the right to amend, change or cancel the CCC at any time and for any reason. Our CCC can be found on our website at **[www.weingartner.com/CCC](http://www.weingartner.com/CCC)**

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