



Code of Conduct

Human Rights

- Protecting human rights and fundamental freedoms is one of our first priority
- All suppliers are expected to comply with internationally recognized human rights with regard to all business activities within their own sphere of influence
- Transo-Pharm does not tolerate any infringements

Discrimination

- All employees must be treated equally and enjoy equal opportunities during the selection process and throughout the entire employment relationship
- Any form of discrimination on the basis of descent, origin, nationality, skin color, gender, religion, ideology, membership of employees' associations, political opinion, sexual orientation, age, marital status, pregnancy, disability, illness or any other personal characteristics must be avoided

Child Labor

- Transo-Pharm strictly rejects all forms of child labor
- The use of child labor by suppliers is therefore strongly forbidden. The definition of child labor is based on the globally recognized standards of the ILO. The minimum age for taking up employment is 15 years
- In principle, employment must not be taken up before the end of statutory compulsory education. If employment is taken up before the age of 18, certain requirements for protecting the young worker have to be met. These are based on international standards

Human Working Conditions

- The dignity, privacy and personal rights of employees must always be respected
- Physical, psychological, sexual or verbal harassment as well as punishments, assaults, abuse or intimidating behavior are forbidden
- Disciplinary measures are permitted only within the context of statutory provisions or the provisions that are set out by Transo-Pharm and must be proportionate to the incident in all cases

Labor Rights

- All employees working for Transo-Pharm and their suppliers must be free to choose the ways and means of the employment they pursue and to terminate it subject to statutory and thus appropriate notice periods
- Suppliers are urged not to employ forced laborers, serfs, slaves, prisoners or other dependent employees under any circumstances and thus to oppose any form of modern slavery
- Employees must be given the right to leave their workplace and to terminate the employment relationship subject to statutory notice periods
- Workers must be permitted to move freely at all times
- Employers are not permitted to retain a deposit or identity documents or similar
- If third parties are used for recruitment purposes, the supplier is responsible for verifying whether statutory requirements and those that are set out by Transo-Pharm are complied with
- Any costs that arise through the commissioning of third parties must not be passed on to the employee under any circumstances



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Anti-Corruption

- Transo-Pharm and our suppliers will strive to eradicate any form of violation of competition, anti-trust and anti-corruption laws
- Transo-Pharm and our suppliers accepts that gifts and hospitality of negligible value are only permissible within the bounds imposed by normal business customs and in cases in which they do not breach the laws of respective country
- The offering or accepting of money is, in any case, also impermissible

Health & Safety

- Transo-Pharm takes appropriate precautionary measures against accidents and occupational illnesses in order to guarantee the health and safety of its employees in the course of their working activity
- Transo-Pharm ensure that systems for identifying, assessing, avoiding and combating potential risks to the health and safety of employees are in place. National laws and specifications must be complied with

Environment

- Transo-Pharm asks its suppliers to work continuously on reducing the environmental impacts that are caused by their respective business activities
- At least the environmental protection laws and provisions in the country of production must be complied with
- Natural resources must be protected as sustainably and efficiently as possible. In doing so, protecting people and the environment is paramount

Waste Management

- Transo-Pharm tries to minimize waste continuously and to dispose of the resulting waste according to local statutory requirements
- Suppliers are expected to consider strategies for avoiding or reducing waste and for recycling
- Depending on the supplier's location and specific production processes, in addition to the environmental aspects that are listed above, national or local provisions may apply to air emissions, land use management, protection of biodiversity, noise, odor emissions and other environmental aspects