



Code of Conduct

Heimbach Group

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Gender note:

For reasons of better readability, the language forms male, female and diverse (m/f/d) are not used simultaneously. All personal designations apply equally to all genders.

Heimbach GmbH / Heimbach Group with all its companies is hereinafter referred to as Heimbach.

The Heimbach Group - always sustainable

Dear readers,

Like only a few medium-sized family businesses, the Heimbach Group committed itself to sustainable corporate management at an early stage. We have been proving this for over 200 years. As a globally active textile company, we assume responsibility for employees, customers, society and the environment. The combination of economic action, ecological and social responsibility has been a cornerstone of our mission statement for years and is anchored in the principles of our management system. With this and the responsible actions of all our employees, we ensure that the principles of conduct are adhered to. The recognition of international standards is a matter of course for us. It is therefore only logical that we follow the ten principles of the UN Global Compact. In our Code of Conduct, we also commit ourselves to the UN Human Rights Charter and observe the core labour standards of the International Labour Organisation (ILO).

The aforementioned principles are essential components of our principles and the guiding principles for all entrepreneurial actions. They shape our relationship with business partners, customers, suppliers and company owners, as well as that of our employees among themselves. The integrity of all employees is the foundation of our business life. We are firmly convinced that we will continue to be successful in the future if we act in accordance with our guiding principles.

Heimbach has established rules and procedures to ensure that we live up to these high standards. These are constantly adapted to current and legal requirements and are accessible to all employees via the Heimbach SharePoint, our website and internal document management. We are growth-oriented and continuously check whether the organisation meets the set standards and values. Our Compliance Committee is responsible for our guidelines, rules and procedures.

With the establishment of the compliance management, we as management declare that it is the permanent task and responsibility of every employee to act in accordance with the Heimbach values. We expect our managers to live these values and communicate them to our employees.

We point out in particular that corruption and bribery towards public officials, business partners or employees will be punished and prosecuted. As management, we cannot tolerate any form of bribery, corruption, cartel agreement, discrimination or other conduct.

Any employee who violates our compliance rules or legal regulations is not only personally liable for the consequences of his or her actions, but also seriously damages his or her own and Heimbach's reputation. If these basic rules are violated, we pursue and reprimand this with all consequence.

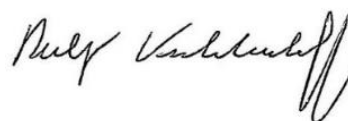
Heimbach GmbH

A handwritten signature in black ink, appearing to read "Marco Esper".

Marco Esper

A handwritten signature in black ink, appearing to read "Björn Bemelmans".

Björn Bemelmans

A handwritten signature in black ink, appearing to read "Dr. Ralf Kaldenhoff".

Dr. Ralf Kaldenhoff

1. Basic understanding

Integrity is the basis of all actions for our company. With this Code of Conduct, Heimbach and its companies undertake to conduct their business in accordance with the highest ethical standards and to comply with all legal requirements and principles. We ensure that the high internal standards of probity, good corporate governance, conformity to rules and anti-corruption are observed at all times. Respect for human rights and zero tolerance of child and forced labour are fundamental to us. With this commitment, we will continue to take into account our structural and cultural specificity as a global company. Commitments require commitment. We guarantee this through regular training, up-to-date reporting and the possibility to report violations at any time and in any form.

Above all, there is the binding and securitised agreement of every individual at Heimbach to respect our principles.

The trust of customers, owners, employees and the public in our company depends to a large extent on the conduct of our employees. The basis of this trust is the continued respect for law and order and all company rules (compliance).

Heimbach fulfils its responsibility towards society and acts accordingly. The company and its employees are responsible for both rule-compliant economic action and the common good. Therefore, with this Code of Conduct, we summarise the binding rules that apply to all Heimbach employees at all locations worldwide, thus underlining the ethical principles that have always been anchored in our management system.

At the same time, Heimbach provides each employee with guidelines in this Code of Conduct that support them in taking responsible measures that serve the good of the company.

This personal responsibility is both a right and an obligation. Every employee is responsible for ensuring that his or her conduct always complies with the rules laid down in our guidelines. Due to their function as role models, we require superiors not only to observe and exemplify these rules, but also to communicate them to their employees and demand that they do so. In all questions regarding the Code of Conduct, our managers are the first point of contact.

Our Code of Conduct and the standards it contains are part of the Heimbach Management System (HMS), which unites the entirety of Heimbach's principles and rules. This is therefore part of the company philosophy.

Heimbach: ECM*3869 "Heimbach Management System (HMS)".

Heimbach not only complies with the laws and guidelines of the countries in which we operate. For countries that do not have a satisfactory level of regulation, we carefully consider what good practice from Germany should be used to support responsible corporate governance. Heimbach publishes separate guidelines for specific topics in addition to this Code of Conduct, which contain further implementation clauses. The current overview can be found for our employees on the Heimbach SharePoint under "HMB / Compliance". External interested parties are welcome to contact the Compliance Manager.

Compliance Manager and Whistleblower Representative

Stefan Körfer
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This Code of Conduct is not only binding for all Heimbach employees, we also expect all other service providers (e.g. interns, consultants, agencies) to comply with this Code. Rights in favour of third parties are not to be established thereby. In case of doubt, the Compliance Committee shall decide.

This Code of Conduct replaces the previous one dated 3.02.2020.
Heimbach: ECM*5068 "Compliance_Code of Conduct (English version)"

2. Socially responsible corporate governance

Socially responsible corporate governance is one of the basic and core principles of entrepreneurial action. In all decisions, the consequences in economic, social and ecological terms must be considered and an appropriate balance of interests must be achieved. Heimbach always keeps the ten principles of the UN Global Compact in mind. Within the scope of our possibilities, we contribute to the sustainable development of society. The generally applicable ethical values and principles are to be observed; this applies in particular to human dignity.

Our customers, suppliers and other business partners expect not only high-quality products and services from us, but also a high degree of professionalism and absolute integrity. Therefore, correctness, honesty and transparency are at the heart of all communication and all contractual relationships.

2.1 Fair competition

Heimbach pursues legally sound and recognised business practices, supports fair and open competition and all efforts to implement free markets. We therefore refrain from any order that can only be obtained by violating laws.

2.1.1 Agreements, cartels and non-competition clauses

In particular, Heimbach does not participate in any collusion and does not engage in any conduct that is contrary to antitrust law. Every employee is obliged to comply with competition-compliant laws. It is prohibited to enter into formal or informal agreements with competitors that are aimed at or cause unacceptable barriers to competition. The same applies to approving, deliberately coordinated behaviour. Agreements and information relating to prices, supply relationships, conditions, capacities, market shares, profits, costs, special customer information, contents of offers between competitors, especially sales territory or customer divisions, are not permitted.

If Heimbach occupies a dominant position in the market, this may not be used unlawfully. All intended agreements with competitors must be submitted in advance to the management for approval. If no agreement is reached there, the Compliance Committee or external legal counsel must be consulted for decision-making.

2.1.2 Corruption and bribery

Corruption and bribery are the abuse of entrusted power in a professional environment for one's own benefit or for the benefit of third parties, for example the employer. Heimbach does not tolerate any form of corruption or bribery! All business activities related to the company must be supported by honest and responsible thinking and behaviour.

We promote, in accordance with the UN conventions against corruption and bribery, transparency, acting with integrity, responsible management and control in the company. The interests of Heimbach and the private interests of the employees are to be strictly separated from each other. If employees of Heimbach approach suppliers/customers in order to obtain advantages through gifts (money, services or goods), we request immediate notification to the Compliance Committee (compliance@heimbach.com).

In general, offering, giving, soliciting or accepting gifts as an inducement to do something dishonest or illegal in the ordinary course of business is prohibited. Violations have legal consequences for all parties involved! In addition, the statements of the "Guideline Compliance Anti-Corruption" apply.

Heimbach: ECM*6259 "Compliance_Guideline Anti-Corruption (English version)"

2.1.3 Providing and granting benefits

In competition, we rely on the quality of our products and services. Therefore, all agreements or ancillary agreements that directly or indirectly grant advantages to individuals or organisations are prohibited in connection with the placing, granting, approval, delivery, processing or payment of orders. This applies to all agreements with business partners, their employees or public officials and other third parties. Such improper favours may include monetary or material benefits. Even if a certain advantage is only granted indirectly to someone, it may be inadmissible to make or accept monetary or material donations. When providing services to the person's relatives or when providing services to other third parties (e.g. donations), this indirect advantage may exist. In this way, the person may obtain an advantage by improving his or her social or political status.

Gifts and invitations are only permissible if they are measured in such a way that their value, financial scope or any other aspect is not such as to unduly influence the recipient's behaviour or decision or to place the recipient in an obligatory dependency.

In the case of invitations to events, it must be ensured that the event is customary and appropriate in nature and scope or has a clear business connection. Strict standards must be applied, especially for public officials. Monetary benefits are prohibited under all circumstances.

Remuneration paid to third parties (in particular agents, brokers, consultants or other intermediaries) in commission or in any other form must be in reasonable and understandable proportion to their activities. The method of calculating such remuneration must not assume that it will be used to circumvent the aforementioned granting of undue advantages. Agreements with agents, brokers, advisors and other intermediaries, including any subsequent amendments, must be fully drafted in writing and require the contracting parties to comply at all times with the above principles. These agreements must be approved by the management before they can be concluded.

2.1.4 Requirements and acceptance of benefits

Gifts from business partners are common to a certain extent, but may jeopardise the reputation of our company or cause conflicts of interest. Therefore, our employees are strictly prohibited from requesting or accepting personal benefits such as services, invitations to themselves, related persons or organisations. Exceptions are, for example, occasional gifts of small value. Monetary gifts of any kind are generally not permitted. All other offers of gifts or benefits must be refused and the supervisor notified. In addition, the rules listed in the "Guideline for action on promotional gifts" apply.

Heimbach: ECM*6267 " Handlungseleitlinie Werbegeschenke"

2.1.5 Donations and sponsorship

Heimbach supports organisations, institutions and events worldwide through donations and sponsoring. These contribute to Heimbach's reputation and are important measures in expressing our self-image of social responsibility. Donations are made in a traceable manner and exclusively to reputable organisations. The recipient and purpose must always be known. Payments to private accounts are not permitted. When granting donations and sponsoring, it must be ensured that the requirements and rules listed under point 2.1.3 as well as 2.1.4 are observed. This applies in particular to donations that are factually and timely related to an assignment. Any form of donation requires the approval of the management.

In the case of sponsoring, it is important to ensure that there is an appropriate connection between support and agreed consideration.

Supplementary information on points 2.1.3, 2.1.4 and 2.1.5 can be found in the "Guideline Compliance Anti-Corruption".

Heimbach: ECM*6259 "Compliance_Guideline Anti-Corruption (English version)"

2.1.6 Selection of suppliers and service providers

The best prerequisite for clean business is clean business partners with integrity. Heimbach checks its business partners, suppliers and service providers before accepting them and on an ongoing basis. This is done impartially and selflessly. The examination, decision-making, awarding and processing of contracts must be carried out in strict compliance with the relevant aspects and in an easily understandable manner. As a matter of principle, it is forbidden to favour or hinder suppliers.

When selecting a business partner, Heimbach requires that the partners also comply with the values specified in this Code of Conduct. A single violation can lead to exclusion from the awarding of contracts as well as to the termination of long-term business relationships. The "Compliance and Anti-Corruption Guidelines" also provide further information on this:

Heimbach: ECM*6625 "Compliance_Guideline Compliance (English version)"

Heimbach: ECM*6259 "Compliance_Guideline Anti-Corruption (English version)"

2.2 Patents and industrial property rights

Activating scientific potential and developing innovative products and technologies ensures the continued existence of our company. The continuous improvement of internal technology through inventions and constant optimisations is crucial for maintaining competitiveness. Therefore, the protection of our technology and product know-how through industrial property rights has become increasingly important. The disclosure to third parties of trade secrets and any know-how acquired through work in the company is prohibited in any form. Likewise, every employee must respect the effective property rights of third parties. No employee or business partner may obtain or use secrets of third parties for the benefit of Heimbach without the authorisation of the originator.

3. Management and employees

Heimbach assumes responsibility for employees, customers, society and the environment. The linking of economic action, ecological and social responsibility is anchored in the principles of our management system. With this and the responsible actions of all employees, we ensure that the fundamental principles of conduct are followed. Productivity and humanity are decisive for the sustainable economic success of the company.

This is guaranteed by committed, competent and dutiful employees. Sustainable business always means taking personal responsibility as well.

3.1 Leadership and trust culture

Every employee is obliged to comply with this Code, with our managers in particular acting as role models. Within the framework of the culture of trust established at Heimbach, they are responsible for ensuring that there are no violations of this Code in their respective areas that could have been prevented or made more difficult by proper monitoring.

3.2 Tolerance and equal opportunities

Heimbach upholds and promotes human rights as defined in the UN Human Rights Charter. As a globally active company, we work together with people of different nationalities, cultures and ways of thinking. We do not tolerate harassment, demotion or discrimination based on race, ethnicity, gender, religion, belief, political opinion, disability, age, gender identity or any other characteristic. The right to freedom of expression and privacy is protected and guaranteed.

3.3 Fair working conditions

Heimbach observes the core labour standards of the ILO (International Labour Organisation) and thus the prohibitions of child and forced labour as well as discrimination. We respect workers' rights and promote equal treatment of all genders. A health-promoting working environment and the occupational safety of our employees are of particular concern to us. Heimbach offers appropriate remuneration and fair working conditions that meet all legal requirements. We work cooperatively with the representatives of our employees' interests (works council) to safeguard employee rights.

3.4 Avoiding conflicts of interest

It is important for Heimbach that its employees do not get into conflicts of interest or loyalty at work. For example, such conflicts can arise in business between Heimbach and his employees or their close relatives. This type of business must be submitted to the supervisor or the Compliance Committee for approval before it is concluded.

3.4.1 Secondary employment

Heimbach contributes to the social, cultural and economic development of the countries and regions in which we operate and promotes the corresponding civic engagement of its employees. The taking up of secondary employment in return for remuneration or above-average voluntary work must be approved in advance in writing by the divisional management. In the case of managing directors, written approval by the management committee is required.

3.4.2 Party political activities

Heimbach does not participate in party political activities. Employees are allowed to do so as private individuals in their free time, within reason. We clearly welcome the civic, charitable and social involvement of our employees. However, this must be done in such a way that conflicts of interest with official matters are excluded in any case.

3.5 Protection of assets

Heimbach requires its employees to protect the company's tangible and intangible assets. These assets primarily include real estate, operating equipment and inventories, securities and cash assets, office equipment and supplies, information systems and software, as well as patents, trademark rights and know-how. Fraud, theft, embezzlement, money laundering and other violations of the law will be prosecuted.

Unless private use is expressly permitted, all facilities and equipment may only be used for official purposes. When using the Internet, it must be ensured that under no circumstances is information retrieved or transmitted that incites racial hatred, encourages violence or other criminal offences or contains offensive content.

Further information on corporate risks can be found in the "Risks and Opportunities" guideline.

Heimbach: ECM*0807 "Risks and Opportunities"

3.6 Information processing

Knowledge and information represent a crucial value for our company. Our processes and techniques and knowledge about our customers and employees are reflected in our data and documents. The company code therefore naturally includes security in information technology and communication as well as the protection of personal rights.

Heimbach's good reputation must not be damaged on the Internet, via social media or other publication channels. When dealing with company information, we assume that appropriate care is taken. Attention must be paid to all matters described in this Code of Conduct.

3.6.1 Confidentiality

Confidentiality must be maintained for internal matters that are not publicly disclosed. This applies, among other things, to intellectual property and know-how of the company and internal communication (e.g. blog posts). These elements are the cornerstones of successful sustainable development and the guarantee for Heimbach's future. Therefore, no employee may pass on knowledge or business secrets to third parties in any form. This also applies after termination of the employment relationship.

3.6.2 Data protection and information security

The global electronic exchange of information is an important prerequisite for increasing employee efficiency and overall business success. The advantages of electronic communication are related to data protection risks and data security. Official documents and data carriers must therefore be protected from access by third parties. The effective prevention of these risks is not only a management task and an important part of IT management, but a task for everyone. Personal data is processed in accordance with the EU General Data Protection Regulation (DS-GVO). Information security measures of the Heimbach Group are documented in the IT Policy and take into account national as well as industry-specific regulations.

Heimbach: ECM*6856 "IT Policy (English version)"

Every employee is obliged to follow the legal regulations of his or her country and the instructions of this policy. Legal regulations always have priority here. Violations of applicable law or of the provisions of this policy must be reported immediately to the supervisor.

3.6.3 Insider knowledge

It is prohibited to obtain personal gain for oneself or others through internal company knowledge. The same applies to the unauthorised disclosure of insider knowledge.

3.6.4 Correct communication

Employees are obliged to make true statements in internal and external reports, both orally and in writing. Any manipulation of the content is prohibited.

3.7 Occupational safety, health, environmental protection and sustainability

Human rights as defined in the UN Human Rights Charter are observed and promoted by Heimbach. We pay particular attention to a health-promoting working environment, while ensuring occupational safety for all employees in the company. For Heimbach, it is a matter of course to protect the life and health of all employees and to protect them from physical, sexual, psychological or verbal harassment and violence. The right to freedom of expression and privacy is guaranteed.

Heimbach complies with the applicable regulations on environmental protection and acts in an environmentally conscious manner at all locations. We strive to establish a responsible and sustainable level of protection within the framework of economic sustainability.

We handle resources and potential pollutants responsibly in accordance with the Rio Declaration (Rio Declaration on Environment and Development of July 1992).

It is the task of all employees to avoid endangering people in the workplace, to reduce environmental pollution and to conserve resources.

We follow the principles of sustainability and environmental compatibility in the development and manufacture of our products.

Our policy on these issues is documented on the Heimbach SharePoint under HPA / Compliance as well as in ECM:

Heimbach: ECM*7161 „Policy Ethics“

Heimbach: ECM*7160 „Policy Labour and Human rights“

Heimbach: ECM*7159 „Policy Environment“

Heimbach: ECM*7162 „Policy Procurement“

3.8 Quality

Heimbach takes the interests of its customers into account in its actions and ensures that its products are safe and harmless to health for the respective intended use. Legal limit values are to be complied with and, if possible, undercut. The interests of customers are also taken into account in an appropriate manner in information and sales measures.

The success of our products and services on the market is inseparably linked to their quality.

We place high demands on the creativity, skills and diligence of all employees, thus underlining our innovative strength to customers and third parties.

We do not tolerate any deliberate or negligent behaviour that leads to a deterioration of our quality.

4. Implementation of the Code of Conduct

Heimbach communicates the Code of Conduct and its implementation to employees, business partners and other stakeholders both internally by publishing it in the document

management system (ECM) and on the Heimbach SharePoint under "HPA / Compliance" and externally by announcing it on the company homepage and in social media. Heimbach is prepared to engage in dialogue about the contents of the Code of Conduct. Company secrets and business information from third parties are always treated confidentially. With its compliance management, Heimbach makes all appropriate and reasonable efforts to continuously implement and apply the principles and values described in this Code of Conduct and to remedy any existing deficits as quickly as possible. This is ensured by conducting regular internal audits according to a defined schedule. Upon request, contractual partners shall be informed about the essential measures and be granted access to our audit plans and checklists. The condition is that this is done reciprocally. It should be comprehensible for the contractual partner that compliance with the Code of Conduct is fundamentally guaranteed. This does not imply any claim to the disclosure of company and business secrets or information relating to competition or other information worthy of protection.

4.1 Compliance-Organisation

According to the Heimbach Rules of Procedure, the management is responsible for implementing the Code of Conduct at Group level.

The Compliance Committee is organisationally assigned to the Compliance division and is available to employees, business partners and third parties for advice on compliance-relevant issues. The committee consists of members of the Executive Board (Chairman: CEO), the Compliance Manager and Whistleblower Representative as well as the branch office managers. The Compliance Committee monitors compliance with and implementation of the Code of Conduct. Furthermore, it is responsible for the future-oriented adaptation of our rules as well as procedures within the framework of compliance management.

4.2 Consulting and training

Heimbach provides employees with appropriate information to avoid possible violations of the law and this Code of Conduct. This includes, in particular, the policy, guidelines and training for specific topics and certain hazardous areas. A digital training tool supports us in instructing all employees, checking their knowledge and documenting it. In addition, employees confirm in this tool that they understand and will comply with the Code. The Compliance Committee is available to all employees as a point of contact for questions on compliance-related issues at the following contact: compliance@heimbach.com

Further contact details and other relevant information on compliance can be found on the Heimbach SharePoint under HMB / Compliance

4.3 Whistleblower process

Heimbach has set up a whistleblower process which is assigned to the Compliance department. This offers all employees, business partners and third parties a protected space to report violations of the Code of Conduct or appropriately substantiated suspicious cases while maintaining anonymity. Information is received by the management, the Compliance Manager and Whistleblower Representative or the Compliance Committee and is treated in strict confidence. To the extent permitted by law, the identity of whistleblowers, accused persons and employees involved in the investigation of violations shall remain anonymous. The whistleblower must not suffer any consequences in his or her employment. Employees are prohibited from retaliating against whistleblowers.



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In the event of violations of this Code of Conduct, the Compliance Committee conducts investigations in accordance with the information provided and determines specific actions and measures.

If necessary, legal support will be sought to clarify the facts.

Heimbach: ECM*5070 "Compliance_Whistleblower Policy (English version)"

4.4 Implementation in the supply chain

All our suppliers are expected to comply with the UN Global Compact's standards and principles of corporate social responsibility as well as applicable law. Suppliers are responsible for monitoring and documenting their own compliance and for promoting compliance within their supply chains.

Heimbach reserves the right to investigate all cases of non-compliance by a supplier. In the event of non-compliance, Heimbach may declare the contractual obligations to be fulfilled vis-à-vis the supplier as invalid or cease to exercise them. In addition, we expect our suppliers to confirm our standards for business partners.

Heimbach SharePoint: HPA / Compliance / "Standards for Business Partners"

4.5 Implementing regulations

Heimbach will issue further implementing regulations on selected topics of this Code of Conduct. Like the guidelines for action already listed, these explanations represent detailed supplements to this Code of Conduct.

Detailed further information on the compliance organisation and responsibilities, internal processes and audits, regular training and certification, investigation methods and disciplinary measures, risk assessment, updating as well as confidentiality can be found in the guideline "Compliance".

Heimbach: ECM*6625 "Compliance_Guideline Compliance (English version)"

4.6 Languages

The Heimbach Code of Conduct is published in the following languages:

German, English, French, Spanish, Portuguese, Italian and Chinese (Mandarin).

In case of discrepancies or a contradiction between the different language versions, the German version shall prevail.

4.7 Binding nature

This Code of Conduct is not only binding for all Heimbach employees, but Heimbach also expects all others, e.g. interns, consultants and agencies, to comply with this Code. Rights in favour of third parties shall not be established thereby.

In cases of doubt, the Compliance Committee shall decide.

The latest version can be found on the Internet at www.heimbach.com/compliance.

Compliance Committee - confidential

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Links:

UN Global Compact – 10 Principles:

<https://www.globalcompact.de/ueber-uns>

<https://www.globalcompact.de/en/about-us>

UN-Menschenrechtscharta:

<https://www.un.org/Depts/german/menschenrechte/aemr.pdf>

<https://www.un.org/en/about-us/universal-declaration-of-human-rights>

International Labour Organization (ILO) – Labour Standards:

<https://www.ilo.org/berlin/arbeits-und-standards/kernarbeitsnormen/lang--de/index.htm>

<https://www.ilo.org/global/standards/lang--en/index.htm>

Rio-Erklärung über Umwelt und Menschenrechte:

<https://www.un.org/depts/german/conf/agenda21/rio.pdf>

<https://www.un.org/en/chronicle/article/civil-society-and-rio20>

compliance@heimbach.com

www.heimbach.com/compliance

Heimbach-Sharepoint: HMB / Compliance

Documents:

Heimbach: ECM*3869 „Heimbach Managementsystem (HMS)“

Heimbach: ECM*5068 „Compliance_Code of Conduct (English version)“

Heimbach: ECM*6259 „Compliance_Guideline Anti-Corruption (English version)“

Heimbach: ECM*6267 „Handlungsleitlinie Werbegeschenke“

Heimbach: ECM*0807 „Risks and Opportunities“

Heimbach: ECM*6856 „IT Policy (English version)“

Heimbach: ECM*7161 „Policy Ethics“

Heimbach: ECM*7160 „Policy Labour and Human rights“

Heimbach: ECM*7159 „Policy Environment“

Heimbach: ECM*7162 „Policy Procurement“

Heimbach: ECM*5070 „Compliance_Whistleblower Policy (English version)“

Heimbach-SharePoint: HPA / Compliance / „Standards for Business Partners“

Heimbach: ECM*6625 „Compliance_Guideline Compliance (English version)“