# GF Code of Conduct

Valid as of 31 December 2022

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# The new GF Code of Conduct – a personal statement from Chairman and CEO

#### Dear colleagues

We are very pleased to present you GF's new Code of Conduct. It reflects not only our rapidly changing business environment, but also the transformation that our company is undergoing to become an innovation and sustainability leader.

What is unchanged, now and in future, is how trust in GF, in our people around the world and in the way our global business activities are conducted, is a prerequisite for our success and growth. Sustainable and long-term value can be generated only if our conduct is legally and ethically impeccable. Customers, employees, shareholders and other stake-holders with direct or indirect contact with GF must be able to trust that we are guided by ethical and moral standards in all our activities. We are committed to uncompromising compliance with all applicable laws and regulations, to sustainable development, and to respect and

responsibility towards employees, business partners, the environment and the community.

The Code of Conduct governs the rights and duties of all GF employees and the principles we follow in our daily work. It is the compass that helps us in challenging situations, and allows us to make the right choices - especially in times of change. Each GF employee is obliged to familiarize itself with the Code of Conduct and to comply with it. By acting according to these principles, we jointly secure the reputation, credibility and integrity of our company and thus also its long-term, sustainable business success.

We thank all of you for your valuable cooperation in living and upholding the values and integrity of GF.

Yves Serra

Yves Serra Chairman of the Board of Directors



Andreas Müller CEO



### The GF Code of Conduct

#### a. Hierarchy

The GF Code of Conduct is at the forefront of all policies and procedures, but it is not the only set of guidelines in the Corporation issued by the Board of Directors, the Executive Committee and the individual Divisions. Regulatory compliance naturally does not release us from the responsibility of being aware of and observing the relevant local laws.

"We" or "Us" shall mean you, the recipient or addressee of the Code of Conduct, and GF together.

#### b. To whom does the GF Code of Conduct apply?

The GF Code of Conduct applies to all employees working full-time or part-time for GF companies worldwide, to the members of the Board of Directors and to the Corporation's management where GF owns more than 50% or has the industrial lead in that company.

Every employee will receive either a digital or a printed copy and need to sign a declaration of consent.

Temporary agencies are obliged to accept the GF Code of Conduct and undertake that those persons who work temporarily for a GF company comply therewith.

The Code for Business Partners applies to GF's independent contractors, consultants, suppliers and other third party business partners who do business with GF.







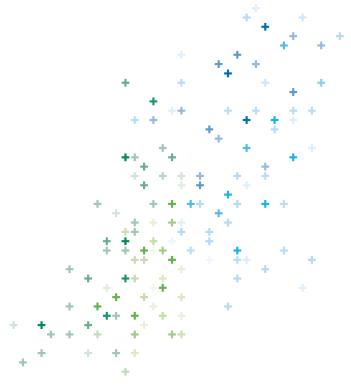
# Our Vision, Purpose and Values

GF is a sustainable and innovative leader providing superior customer value. GF's vision, purpose and values embody the philosophy and spirit of GF in our daily work for the benefit of the Corporation, GF customers, employees, business partners, shareholders and bondholders. GF's purpose motivates us to give our best every day:

Becoming better every day – since 1802.

#### Caring is about being part of a team

We can only win as a team. GF's caring culture is key to creating a supportive, trustful and collaborative environment - bringing people together, encouraging constructive discussions and thus enabling high performing teams.







## Learning is about having an open mind

In a fast-changing world, we have to be open to new ideas, concepts and methods.

We have to have the courage to embark on new paths. We have to give up on silo thinking and learn from and partner with the best. It is ok to make mistakes, if we learn quickly and share the lesson learned. We foster a proactive behavior to explore and learn.

GF's past success is no guarantee. An open mind, however, is a prerequisite for future success.

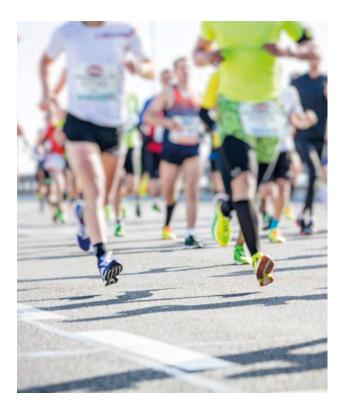
### Performance is about speed and excellence

The world is changing quickly. And constantly. GF's vision is not just to keep up with an ever-evolving landscape, but to shape the future and lead in its markets.

Whatever we do, we have to play in the top league. It is not only about results, but also about how we get there and how soon. Thus, focus is key.

We show drive and ownership, and play to full potential – on all levels.





## Rights and responsibilities of employees

#### a. Principles

GF is committed to equal opportunity, respect, trust and achievement. It offers its employees a challenging, engaging and attractive work environment. GF encourages its employees to fulfill their potential by setting ambitious targets. Every employee at GF has a right to an individual performance review.

We foster a culture in which people can develop their talents and ideas and are inspired to aim high. We expect our managers to display leadership, determination, responsibility, courage to try new things and behavior as a role model. GF supports the development of employees, sets ambitious goals, and rewards good performance.

GF encourages every employee to act responsibly and to work in a team.

GF requires that all applicable rules on working hours, occupational health and safety (including statutory or collective bargaining agreements, if applicable) are complied with in all locations where GF operates. GF provides fair and equal wages for equivalent work and respects the right of employees to join employee representative bodies. The freedom of employees to organize themselves in unions or associations, or to enter into collective bargaining agreements is respected without any restrictions or consequences. GF applies the principles of the 1958 Discrimination (Employment and Occupation) Convention from the International Labor Organization (ILO).

As the GF Code of Conduct cannot anticipate every possible situation, wherever necessary, employees are encouraged to make a judgment call based on the best of their knowledge and belief and to always act ethically and in accordance with the applicable laws.

#### b. Respecting of human rights

GF believes human rights to be the fundamental rights, freedoms and standards of which every human being is entitled.

Mutual respect is the basis for a work environment characterized by appreciation and personal integrity. We are committed to respecting human dignity and human rights and to protecting the personality of every individual in the workplace and wherever we do business.

We do not tolerate forced labor, child labor, or corporal punishment either at GF or at GF's suppliers, customers or business partners. As such, we are committed to preventing human trafficking, debt bonded, indentured, and slave labor from GF's operations and GF's supply chain. GF prohibits the employment of anyone under the age of 15 in any position, and persons under the age of 18 are not allowed to perform hazardous work.

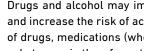
Any type of discrimination based on age, gender identity or gender expression, race, skin color national origin, ethnicity, religion, disability, sexual orientation, political affiliation, familial status, social background or any other personal attribute protected under applicable laws, is prohibited. GF supports diversity and inclusive work environment in all aspects of its business.

We respect and protect the personal integrity and freedom of will of everyone with whom we deal.

GF strives to remove barriers and to create a work environment that enables people with disabilities or special needs to make a positive contribution to the success of the company in accordance with their strengths and abilities.

GF does not tolerate sexual harassment. Sexual harassment includes, but is not limited to, unwelcome advances and touching, suggestive jokes and other sexually-motivated use of language, the unwanted showing or public exhibition of pornographic images as well as demanding sexual favors by exerting pressure or making promises.

GF does not accept any other forms of harassment, threats, intimidation or bullying. Colleagues must not be ridiculed or excluded.



c. Use of drugs and alcohol

in the workplace

Drugs and alcohol may impair the ability to take decisions and increase the risk of accidents at the workplace. The use of drugs, medications (whether prescribed or not), or other substances is therefore strictly prohibited at the workplace and during working hours if they cause intoxication or impairing consciousness, even if these drugs, medications or substances can be purchased legally in the area in which the workplace is located. Alcohol may not be consumed during working hours. You shall begin your working day and resume your work after a break free from any intoxication or impaired consciousness.

Smoking is generally not permitted on any GF premises. However, GF Companies may designate smoking areas inside or outside a building.



#### **Example**

You have indications that child labor is tolerated in GF's supply chain.



Inform your supervisor and Corporate Compliance. If you wish to remain anonymous, use the GF Transparency Line.



#### Why this is important

The employment of persons under the age of 15 does not correspond to GF's understanding of values and is therefore rejected as a matter of principle and without exception. If your indication proves to be true, this will have consequences for the business relationship with this partner, up to the termination of the cooperation.



I had a formal business lunch and drank one glass of white wine, two glasses of red wine and a whisky. Can I go to the office afterwards?

No, excessive drinking may not only leave a bad impression on GF's business partners, it also impairs you from working diligently afterwards as you are intoxicated. After consulting with your superior, you should either take holidays or compensation for the rest of the day.

Caution: Self-inflicted inability to work may lead to disciplinary sanctions.







### d. Occupational safety and health at work

Safety at work is of paramount importance to GF. Our goal is to create an accident-free workplace, as every accident is one too many. All employees are encouraged to identify any potential risks at their personal workstation and either eliminate the risk or report the issue to the relevant manager.

The health and well-being of every employee is very important for GF. GF is committed to support employees' health and encourages them to lead a healthy lifestyle.

All employees, contractors and suppliers are obliged to comply with the safety regulations at GF sites, as described in the GF "Standards for Occupational Health and Safety" document, as amended from time to time. These rules set the high standard GF wants to have at all its sites, notwithstanding any less stringent rules in a country. It is the responsibility of every GF Company to ensure that the applicable local legal requirements are identified and met should they exceed GF's standards. It is also left to the discretion of each GF Company to adopt more stringent regulations.

Safety first! We avoid unsafe situations at our workplace.



#### **Example**

You are to set up a machine at a customer's site. The overhead crane required for this is not available, contrary to the agreement made with the customer. Instead, the customer wants to use a forklift to move the machine into position and hold it until it is fully assembled.



#### What to do

You do not start work but contact your supervisor.



#### Why this is important

When using a forklift, the risk of accidents is much higher than with an overhead crane (the forklift can lose balance or move unintentionally, the crane cannot). Whether and under which conditions it is nevertheless possible to work with the forklift provided by the customer and whether this complies with all local safety regulations and the GF occupational health and safety guidelines must therefore be carefully clarified in advance with the involvement of the experts at GF.

#### e. Working hours and holidays

GF complies with the legal maximum working hours and supports employees in striving for a balance between work and leisure.

GF provides holidays or paid time off to enable employees to rest in line with the applicable laws and regulations. The line managers must ensure that the employees, as far as possible, actually take the vacations or paid time off they are entitled to.

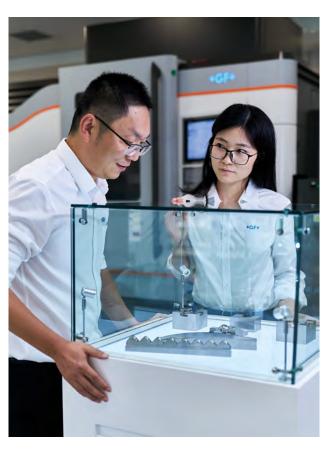
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What shall I do if one of my team members does not want to take holidays because there is allegedly too much work?

A balance between work and leisure is very important. If holidays or paid time off cannot be taken due to a special situation, it is the sole responsibility of the line manager to ensure that holidays are taken afterwards.

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# Principles of our business activities

### a. Compliance with laws and GF policies

We follow all applicable laws and regulations as well as all GF policies. The GF Companies are free to issue more stringent internal regulations within the framework of the applicable laws, and GF policies. Employees are required to comply with these stricter regulations.



#### **Example**

A customer based outside the EU wants to purchase a GF product for use within the EU. The customer's specifications comply with its domestic requirements but not with the requirements of the relevant EU directives.



#### What to do

You point out the deviation to the customer and do not confirm the transaction.
You rather inform your superior immediately and wait for his/her decision on how to proceed.



#### Why this is important

What is placed on the market in a country must comply with the legal regulations there. An agreement between customer and supplier cannot override mandatory legal requirements.

#### b. Corporate governance

Good corporate governance lays the foundation for the way GF is conducting its business day to day. GF is built on respect for the communities we are a part of, and for the people that make our operations successful. GF maintains a continuous dialogue with its internal and external stakeholders, enabling key issues to be proactively recognized and addressed.

GF is an organization representing a wide range of businesses and cultures. As one corporation, it prides itself on its reputation, and we seek to foster a respectful, engaging, and motivating working environment.

GF strongly supports equal opportunity and seeks to have a diversity related to countries, background and cultures as well as a balanced number of genders in the Management, Executive Committee and Board of Directors.

GF's corporate governance principles are based on the Swiss Code of Best Practice for Corporate Governance.





#### c. Sustainability

We see it as our responsibility to operate GF's business in a way that creates a positive impact along GF's entire value chain. GF actively supports the ten principles of the UN Global Compact and is committed to continuous progress in implementing them into GF's operations.

We strive to achieve the highest levels of quality and create added value for customers while staying abreast of technological developments, innovating, and evolving in step with the times.

GF also continuously invests in upgrading its production and office locations to make them more efficient and reduce any negative impact on the environment.

The decisions GF makes in designing solutions for its customers have an immediate link to the upstream activities in GF's supply chain, both on the social and environmental side. GF recognizes this and works toward increasing transparency within its complex purchasing network, as well as working together with all business partners to ensure adherence to GF standards and expectations.

GF complies with applicable environmental laws and regulations and is committed to consume natural resources carefully and efficiently. GF makes every effort to ensure that its products do not contain any substances, minerals and components that come from questionable sources, high-risk areas, or from suppliers that produce under doubtful circumstances.

When developing its products and solutions, GF considers their environmental impact along the entire life cycle. Therefore, environmental considerations are integrated into business decisions starting with the R&D phase and along GF's value chain.

Do you have any questions regarding sustainability at GF?

Send your question to: sustainability@georgfischer.com



We take responsibility for tomorrow today!

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At GF we use the terms ESG and sustainability as synonyms and we understand sustainability management as balancing the interest of economic, social and governance sphere. The Sustainability framework reflects our understanding and tackles challenges along GF's value chain. Our vision and various policies and internal corporate instructions underpin the integration of sustainability into our daily business.

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#### d. Acceptance of gifts and invitations

You are no permitted to accept gifts or invitations which may result in creating any obligations or potential conflicts of interest. Gifts not only include material gifts, but also paid travels, hotel stays or similar benefits. However, the acceptance of symbolic gifts and invitations during the normal course of business is permitted. The acceptance of larger gifts or invitations is prohibited if their value exceeds a value customary for the location in accordance with applicable legislation. GF companies may prescribe a lower value for their employees than is customary for the location.

If the acceptance of a gift exceeding this value is expected due to the traditions and customs of a country, and if such a gift cannot be refused for cultural reasons, the acceptance of the gift is allowed. As a general rule, such a gift must be made available to all employees. The giver of the gift is to be made aware of this rule.

The acceptance of money or other cash benefits from third parties, such as loans, securities and commissions, is prohibited for all employees.

If you are uncertain, please consult the anti-corruption guidelines available on GF's intranet as well as on GF's website, or contact the Corporate Legal Department.

We make our decisions purely based on facts and avoid any impression of being impressionable.

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#### **Example**

After long and difficult negotiations, you have successfully closed a significant deal. The business partner generously invites you to an expensive restaurant.



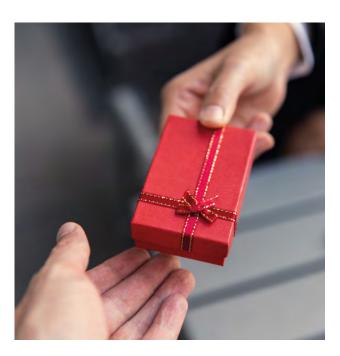
#### What to do

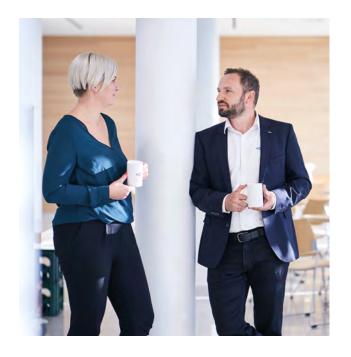
You make sure that GF is not in the process of initiating further business with this customer, inform your superior and – subject to his approval – accept the invite.



#### Why this is important

At GF, we behave in a highly professional manner. We leave no doubt about our integrity. We make decisions purely on the basis of facts. If the invitation can no longer and foreseeably not yet influence any of your decisions, you may accept the customer's invitation subject to your fully informed superior's prior approval.





#### e. Corruption

GF prohibits all forms of corruption, such as bribery and the granting or acceptance of other benefits, regardless whether they are provided directly, through intermediaries or to private persons or government officials. The prohibition applies in particular to giving (active bribery, granting of favors) or accepting (passive bribery, receiving bribes) gifts for the purpose of gaining an illegal advantage.

Corruption is a criminal offence. It cannot be excluded that an employee may also be prosecuted at his or her place of work, or in third party countries, even if the corruption took place in a different location.

You must be aware that corruption can also be hidden, for example, excessive commissions paid to agents or other intermediaries, donations to charitable institutions or favors granted to third parties associated with the individual receiving the advantage. In cases of doubt, the Corporate Legal Department should be contacted.

GF prohibits bribes, even if they are legal and commonplace in certain countries, which ensure that a legitimate service is provided or is provided more quickly (for example, facilitation payments for faster customs clearance processing GF also does not pay any extortion or similar payments.

We do not offer nor do we accept personal benefits, neither directly nor indirectly.



#### **Example**

Corruption does not always come along clumsily. For example, you will be told that a perfectly legal transaction will be much easier to achieve and execute if GF donates to a certain charitable institution.



#### What to do

You neither agree nor refuse, nor do you hold out the prospect of something. Instead, inform your supervisor and Corporate Compliance without hesitation. If you wish to remain anonymous, use the GF Transparency Line.



#### Why this is important

One can act unlawfully even if benefits are not demanded for oneself but for third parties. Your involvement in this can be punishable by law, even if out of exclusively noble motives. It can be difficult to distinguish between legal found raising and illegal corruption. Only the management of GF may make the decision.





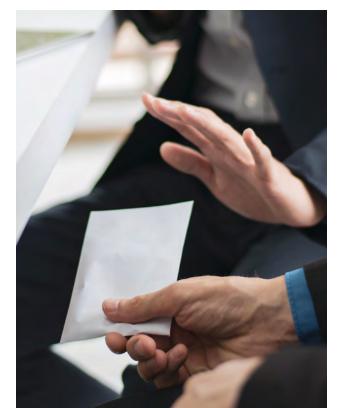
#### f. Donations

GF makes donations (voluntary contributions without consideration) and sponsorships (contributions for a contractually agreed consideration) in order to positively shape its public image and to support the communities in which GF is present. Donations and sponsorships are only granted within the framework of a transparent approval process in accordance with the current internal regulations on GF.

GF grants monetary and in-kind donations for the following areas: Science and research, education, charitable purposes, sports and culture.

Donations by a GF Company to political parties or for political activities are generally prohibited. Any exceptions must be approved by the Executive Committee. Requests for such exceptions are to be addressed to the Corporate Secretary.

We only support what is fully in line with our values and contributes to a positive public perception of GF.



#### g. Preventing money laundering

Money laundering is an important element of organized crime and terrorist financing. Money laundering means to invest illegally acquired money (e.g. from bribery, extortion, drug trafficking, arms trafficking) to return it to the legal financial and economic cycle in order to be able to further use it inconspicuously. Even unintentional participation in money laundering is a criminal offense. Terrorist financing is the use of funds to maintain terrorist organizations and infrastructures or to carry out specific terrorist attacks.

We at GF therefore carefully verify the identity of any business partner (such as suppliers, customers, agents, sales representatives, brokers, resellers, joint venture partners, consultants, distributors and any other business partners) in every business initiation and transaction, in particular every payment. We comply with all relevant record-keeping and accounting requirements and do not engage in any conduct that may violate domestic or foreign money laundering regulations. In particular, we do not ignore any suspicious signs of money laundering, e.g. when payment is requested:

- in cash, in installments or in foreign currency,
- to offshore bank accounts,
- to someone other than the contracting party, or
- for services that partially or fully deviate from what was contractually agreed.

If you suspect money laundering or terrorist financing, please stop the transaction immediately. Please also inform your supervisor as well as the Corporate Compliance Officer (compliance@georgfischer.com) without delay. If, for whatever reason, you prefer to make your report in such a way that neither superiors nor colleagues find out about it, please share your observation via the GF Transparency Line.



#### **Example**

A business partner based in country "A" asks for payment of an invoice to an account in country "B", or for payment to an account that is not in his name.



#### What to do

You do not transfer the money and immediately inform your supervisor and Corporate Compliance.



#### Why this is important

Such payments risk GF aiding and abetting tax evasion and/or money laundering.



### h. International trade restrictions and export controls

Governments and international bodies may impose temporary trade restrictions and boycotts affecting certain products, which apply to countries or individuals. GF recognizes the decisions of the international community. GF operates its business activities solely in accordance with international regulations and does not export any goods or technologies affected by trade restrictions.

All products manufactured by GF are intended for peaceful use. In exceptional cases, individual products may be used for the production of materials for military purposes (so-called dual-use goods). The relevant export control regulations must be observed for such products. In cases of doubt, contact the regulatory agencies in the individual countries or the Corporate Legal Department.

Integrity and ethics characterize our business conduct.

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Can I send a GF product to a customer when the export control tool of GF indicates that there is a banned person residing at the customer's address?

Please check whether there are several persons or companies at the same address and whether or not such persons or companies are affiliated. In case of doubt, contact Corporate Compliance.





#### i. Fair competition

In accordance with its ethical principles, GF operates its business fairly and in line with national and international rules of competition.

All employees are required to comply with the international and national laws safeguarding fair competition. This includes in particular the provisions on unfair competition and antitrust laws.

Agreements with competitors on prices, terms of sale, quantity restrictions, sharing territory and on offers in public tenders etc. are strictly prohibited.

Any other exchange of information that could limit fair competition must also be avoided. Contacts with competitors should be kept to a minimum. Furthermore, at GF we do not discuss strategies with our competitors or exchange sensitive business or technical information with them. This is especially true at professional and industry association events.

Information with joint venture partners is only exchanged insofar as this is necessary to achieve the business purpose of the joint venture.

GF's suppliers must comply with the rules of fair competition as well. If a supplier does not have specific policies of its own satisfactory to GF, the supplier must recognize the specific GF Code for Business Partners as binding.

The Corporate Policy on rules of conduct relating to competition law provides additional information. In the case of doubt, the Corporate Legal Department should be contacted.



#### Example

You work in a GF sales organization. A customer invites you to a "Supplier Day". On the agenda there is also an item "exchange of experiences".



#### What to do

You will not exchange information with the host (customer), nor with other guests (suppliers) about any price-relevant elements, quotas, production capacities, supply bottlenecks, discounts and the like, not in discussions, not in the plenum, not in small circles and not in personal or friendly conversations. If this cannot be avoided, leave the event.



#### Why this is important

Any exchange with competitors about factors, purchase quantities and conditions that influence prices in whatever form is prohibited under antitrust law. To differentiate: What is not prohibited, on the other hand, is the exchange about and agreement on purely technical parameters ("standards") within the framework of industry and trade associations, even if these are then to be generally observed.



We do not coordinate our behavior or share our ideas with any competitors.

#### j. Insider trading

Insider information includes any confidential fact which, if disclosed, could significantly affect the price of the securities of Georg Fischer AG in a predictable manner.

Confidential information may arise in circumstances such as the following:

- Important financial information, particularly the unpublished half-year and annual results;
- Larger acquisitions or divestment projects, including the establishment and dissolution of joint ventures;
- The conclusion or termination of significant contracts:
- Litigation with a substantial amount in dispute;
- Significant changes in the capital or management structure.

Employees who are in possession of insider information are not permitted to trade in securities of Georg Fischer AG. Moreover, insider information must not be disclosed to third parties, including partners, spouses or family members. Insider trading is a criminal offense in most countries.

We do not engage in insider trading nor do we disclose insider information.

#### k. Conflicts of interest

A conflict of interest arises whenever one makes a business decision and simultaneously has a personal interest. The personal interest may also be for the benefit of a friend or related person. If a potential conflict of interest is suspected in any case, the relevant manager is to be informed.

You must ensure your own activities do not conflict with the interests of GF. Even the appearance of a potential conflict of interest should be avoided.





#### **Example**

A friend wants to invest money and considers buying GF shares. Through your job at GF, you know that the half-year results will be excellent. Once they are announced, the GF share price is likely to rise. You consider advising your friend to buy GF shares before the results are announced.



#### What to do

Do not give your friend a hint under any circumstances.



#### Why this is important

The information you know, which is not yet public, is insider knowledge that you must not share with anyone else under any circumstances. With the direct or indirect or indirect disclosure of this knowledge would you would be liable to prosecution.



Is a conflict of interest always bad?

Not if you disclose any potential conflict of interest and inform your superior before any decisions are being taken. Any subsequent decisions must be approved by your superior, preferably in writing.



# Protecting the property of GF

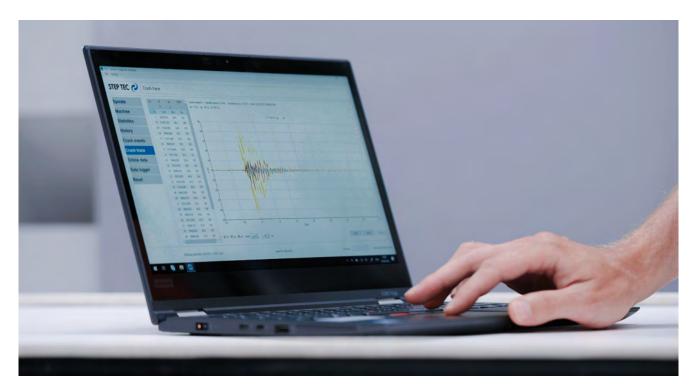
#### a. Operational property

The facilities in the offices and factories of GF have been provided to carry out daily work and must be handled carefully by employees.

Employees are not permitted to misuse the property of GF for personal purposes or to willfully damage or destroy the property.

Certain operational items, such as laptops and mobile phones, may be used by employees for private purposes in accordance with the provisions of the relevant GF Company. The private use of mobile phones during working hours should be restricted to essential requirements and in line with local safety regulation. Special rules apply to the private use of company cars.







#### b. Intellectual property

Intellectual property is the overarching term for patents, trademarks, copyrights, designs, trade secrets, samples, models and expertise and alike.

Since the intellectual property of GF is extremely valuable, all employees must take care to protect it. Before handing over intellectual property to third parties or making it available in any other way, appropriate agreements must be signed to safeguard the rights of GF.

Brands and trademarks containing or combining GF brands or trademarks may not be registered by a GF Company. GF brands and trademarks may only be licensed for use by third parties with the approval of the Chief Executive Officer.

We protect the intellectual property of GF and others. All employees are required to report any suspected violations by suppliers, customers or other third parties to the GF Patent & Trademark department.

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A GF distributor is asking you as the responsible GF sales manager whether it would be possible to register a new trademark, combining GF with the distributor's company name.

No, it is generally not allowed to register any trademarks that contain GF.







# Handling of information, data and documents

#### a. Confidential information

Confidential information includes, without limitation, technical data about products and processes, marketing and sales strategies, internal purchasing price lists, customer data, non-public financial information, information about transactions, civil or criminal cases, and all personal data.

All employees are required to keep confidential information in a secure place. Confidential information may only be made accessible to or shared with others to the extent that the disclosure of such confidential information is absolutely necessary to achieve the relevant business purpose. Any disclosure of confidential information must also be justifiable in view of the level of confidentiality of such information. This applies in equal measure to the confidential information entrusted to GF by third parties.

In offices with several workplaces, employees are required to lock away all confidential documents and to lock their computers and other electronic devices whenever they leave their workplace.

We protect the data entrusted to us by handling it properly, using it only for the intended and authorized purposes, and considering the full rights of the data subjects at all times.

#### b. Data protection

GF takes the protection of personal data seriously. It complies with the numerous laws and regulations which protect personal data and the privacy of individuals in the digital world. The personal data of GF's employees, customers, suppliers and business partners is processed only to the extent necessary for the employment or business relationship respectively. GF is applying the GDPR-rules of the European Union on a world-wide basis, unless stricter rules apply in a specific country or area.

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I want to create a "photo wall", showing photographs of all my team members. Can I do this?

Photographs constitute personal data so you must obtain consent from all the individuals concerned before displaying their photographs. If any individual objects, their photo cannot be posted.





#### c. Corporate digital responsibility and artificial intelligence

GF has a digital responsibility codex and insists on procedures with highest digital ethics, in particular when developing, providing, using or applying automated processes with artificial intelligence solutions.



#### d. Document management

Document management refers to the creation, retention and destruction of documents.

At GF we accurately and fully document business transactions. All business-related documents (including electronic files and microfilm) are retained for the statutory period.

After the statutory retention period, documents are destroyed in accordance with the provisions of GF's Corporate Directive on document retention. Any historically interesting documents should be submitted to the company archivist beforehand.

Under no circumstances should employees destroy documents that refer to imminent or ongoing litigation or investigative proceedings. In case of doubt, the Corporate Legal Department should be contacted.

The retention period for commercial documents at GF is 12 years.

## Communication, media contacts and use of social media

Communication with the media, analysts, and investors is generally carried out by Corporate Communications and Investor Relations. Enquires must always be forwarded to one of these two departments.

GF uses social media as one of many channels to communicate. Opening a new social media channel for GF requires both, the approval by the responsible communication / social media officer of the respective Division and the approval of Corporate Communications.

As far as possible, GF informs its employees at the same time as the media and other stakeholders.

We communicate with the media in a unified, open and respectful way. We do not provide any information regarding ongoing legal proceedings and do not comment on rumors.

When using social media, GF employees must be aware of their role and responsibility. As soon as a personal channel is displaying that someone is a GF employee, the posts will have a certain impact on GF. Posting, sharing or in any other way transmitting illegal, threatening, defamatory or any other content that could be considered a criminal offence, or could damage the reputation of GF, its employees, customers, suppliers and/or other stakeholders, can lead to criminal investigations and/or disciplinary sanctions.















Why can I not post any statements on social media in my spare time?

Every GF employee can post legal statements or other information on social media. However, one must be aware that illegal, threatening, defamatory or any other punishable content may not only lead to criminal prosecution, but also to disciplinary sanctions at GF as the excellent reputation of GF is at stake.



# Misconduct / Whistleblowing / GF Transparency Line

Employees are required to observe the ethical and moral principles set down in the GF Code of Conduct. Behavior inconsistent with the GF Code of Conduct may be subject to disciplinary action taken within the framework of applicable laws and regulations, internal policies or the provisions of the employment contract.

Violations may be reported to the respective line managers or the Human Resources department. Employees as well as any third parties can report violations anonymously by using the Transparency Line whistleblower channel provided by a professional outside service provider that is available

24/7. Links can be found on GF's website as well as on GF's intranet.

The Corporate Legal Department in Schaffhausen can also be contacted directly by telephone (German, English, French or Italian) or in writing (any language) to the compliance email address compliance@georgfischer.com.

E-Mails to the compliance address may also be submitted anonymously. The Corporate Legal Department will endeavor to protect the identity of the employee who reports violations.

#### **GF Transparency Line**

Issues and wrongdoing that you do not want to address openly (e.g. discrimination, bullying, sexual assault, and any other kind of legal violations such as corruption, etc.) can be reported securely and anonymously via a confidential channel, the GF Transparency Line, available 24 hours a day, seven days a week in nine languages (German, English, Chinese, French, Italian, Portuguese, Romanian, Spanish and Turkish). If you would like to report a violation via the GF Transparency Line, please do the following:

- go to the Georg Fischer website, then
- scroll to the bottom of the front page, and
- click on "Whistleblowing".

You will then be redirected completely anonymously and untraceably to the website of a certified external service provider, which operates completely outside and independently of GF's IT and other GF infrastructure, exclusively on the secure server of this external service provider. The content of your report is transmitted in encrypted form to GF's Corporate Compliance Office (CCO). Only you and the CCO – no one else, including the service provider – has

access to your report or could decrypt it. This guarantees that no one can determine your identity unless you disclose it yourself, which you can do but do not have to. Further, the GF Transparency Line offers you the option of setting up a secure mailbox for additional communication with the CCO. Only you can set up this secure mailbox. No one else. This secure mailbox allows you and the CCO to exchange information and messages, protected from third party access, encrypted and untraceable.



# **Questions about the GF Code of Conduct**

The line managers are the first point of contact for questions regarding the GF Code of Conduct. The Corporate Legal Department, which can be contacted at code@georgfischer.com, would also be happy to provide additional information.

**Do you have any questions about the Code of Conduct?** Send your question to: code@georgfischer.com



# **Validity**

The GF Code of Conduct was approved by the Executive Committee on 13 December 2022 and becomes effective on 31 December 2022. It replaces the GF Code of Conduct dated 1 August 2013.



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