

Code of Conduct

Laws

I comply with laws and regulations and report violations.

I comply with all laws and regulations that are relevant for my area of responsibility. If I am unsure about anything, I contact my line manager or the Legal Department.

If I discover a serious violation of laws or in-house guidelines, I report it immediately.

Ethics

I observe ethical standards and respect the rules of fair competition.

I avoid conflicts of interest and separate private and business interests.

I am not open to bribery. I only accept gifts or invitations if they comply with in-house guidelines and do not influence my decisions.

Corruption and bribery are never an option for me. I refrain from any dishonest actions with which I could influence decisions made by customers, suppliers, competitors or official bodies.

Sustainability

I act in an ecologically and socially responsible manner.

Where possible, I help conserve natural resources and reduce my energy consumption by adhering to sustainability and environmental standards, promoting innovative solutions and raising awareness of social and environmental issues when appropriate.

Confidentiality

I communicate openly; I protect confidential and classified information.

I communicate actively, openly and honestly with employees, business partners and official bodies.

Statements I make and documents I draw up are accurate and truthful.

I treat information about SFS and business partners that is not publicly accessible as confidential and protect it.

I take appropriate steps to protect personal data against infringement, loss or unauthorized use.

Fairness

I am responsible for my social conduct and behavior.

My actions are honest and fair and I respect the rights and dignity of my fellow human beings.

I treat all employees and business partners alike, irrespective of their gender, religion or other attributes.

I avoid any kind of discrimination, harassment or violation of personal integrity.

How can I help ensure compliance with the SFS Code of Conduct?

I am familiar with the Code of Conduct and am aware that each and every employee is personally responsible for compliance with it in their sphere of responsibility.

I am aware that all reports will be taken seriously and that substantiated violations will be resolutely penalized.

If I become aware of a violation of the Code of Conduct, I report this immediately to my line manager, segment management, the HR organization, site management, the local Compliance Officer or the Group Compliance Officer.

Contact options: → T +41 71 727 63 73, compliance@sfs.com, report form on mySFS, external reporting channel on the SFS website: <https://sfs-group.integrityline.app/>

Reports of violations of this Code of Conduct will result in no negative consequences for the employee making the report.