## Sustainability, quality and information security policy of the EJOT® Group



Bad Berleburg, 04.10.2021

## Our ecological and energy efficiency commitment

As a family-run company in the metal and plastics processing industry, we make our contribution to protecting the environment and nature.

In concrete terms, this means that we set ourselves realistic, economically feasible goals for climate protection projects and for increasing energy efficiency, that we invest in new technologies and constantly improve our processes We consider our value chains - both within and outside of the company - and identify the potential and the provision of appropriate means to improve our sustainability activities. For this we receive support from experts. Waste avoidance, air and water pollution control, use of new areas taking into account local flora and fauna are examples. Agreed programs to promote the energy efficiency, the reinforced usage of heat recovery systems and the use of energy-efficient products and services contribute to the implementation of sustainable energy recycling at EJOT.

Our production processes provide us with data that we use to evaluate quality and environmental aspects as well as energy efficiency. This data is used as a source of information for us to continuously improve our management system. This data is checked regularly by internal and external auditors and the energy teams.

We understand that our employees, business partners, the state and society, but also other interest groups, need information on this. We want to actively provide this information. To this end, we offer our willingness to enter into a trusting dialogue. In addition to the topics we have identified in our processes, we will take up ideas and suggestions from our partners and other interested parties. We will incorporate these into our goals for increasing quality and protecting nature and the environment as well as energy efficiency.

Transparency and honesty are self-evident for us and are the basis of our communication. Compliance with all legal stipulations and obligations is a matter of course. With our innovative products we support our customers in their reduction of CO<sub>2</sub> emissions and waste reduction, examples are our products for lightweight automotive construction or the fastening technology for effective thermal insulation of buildings.

## **Our Social Responsibility**

We want to be a fair and reliable partner. The EJOT compliance guidelines represent our ethical and legal compass, containing the most important rules for our conduct within the EJOT Group and also towards our business partners and the public.

Our employees are the basis for the company's economic success. which is why issues such as the compatibility of family and work life, health, apprenticeship and further education - internal and external - are a top priority. Tolerance, appreciation and respect for colleagues and partners are necessary for this and form the basis for cooperation in the company. With these efforts we also want to contribute to the good reputation of the EJOT corporate image.

The integration of occupational safety in all relevant processes of the company is the declared goal that we are continuously working towards It is therefore a matter of course for us that we provide safe and healthy workplaces for all employees, and that we involve our employees and their representatives as well as our occupational safety committees. This way, we jointly contribute to the avoidance of injuries and illnesses in new working conditions. Our personal protective equipment complies with far more than just safety and health requirements. In doing so, we fulfill our legal occupational safety obligations. As part of our target achievement, risks are minimized and dangers for our employees eliminated. Together with our employees and their representatives, we are committed to continuously improving our occupational safety performance.)

## **Our Economic Growth**

Our products should be innovative, high-quality and durable. This will characterise the EJOT brand and contributes significantly to the economic success of the group. If EJOT continues to grow, it is a confirmation for our business partners regarding the course of our group of companies. In turn this means that we must be conscious of our responsibility towards employees, business partners and the general public also for the future. This is why it is important for us to operate in a sustainable manner. Only together we can be successful.

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## Our Quality Principle is: EJOT® - The Quality Connection

Quality is the basis of all activities at EJOT. As an international company we are accepting responsibility for the quality of our products and processes, for the adherence to international standards and certifications as well as uniform management standards at all EJOT® locations worldwide.

## **Zero Defects Objective:**

The consistent pursuit of the zero defect objective for all products, processes and services is the prerequisite for securing our future, whereby the avoidance of defects takes precedence over defect correction.

#### **Customer Satisfaction:**

We are a reliable and competent partner for our customers, whereby the top priority is to meet expectations through faultless products and on-time delivery.

## **Continuous Improvement:**

In terms of our EJOT vision, our entire attention is devoted to the continuous improvement of products, processes, procedures and organisational flows. Continuous improvement processes are implemented in all business units of the company.

## **Information Security Policy**

Information security is seen as an important component of a well-functioning organization over the long term. Thus, it is a permanent corporate goal. This results in an ever-present work safety awareness. Every employee plays a part in permanently improving the level of safety and the associated methods and processes, as well as maintaining business efficiency in the event of an emergency.

The goal is to maintain a trustworthy level of security on a permanent basis with an information security system adapted to our requirements.

We therefore undertake to take appropriate measures to ensure the functionality of the business processes and ensure the availability, confidentiality and integrity of the data. Threats, such as force majeure, technical failure, negligence or carelessness and weaknesses, which favor the occurrence of these threats, should be identified in order to ward off damaging events and thus avoid harm. Our security goals are therefore:

- Reliable support of business processes by all departments and ensuring the continuity of work processes within the organization.
- Preservation of the values invested in technology, information, work processes and know-how.
- Securing the high, possibly irretrievable values of the processed information. Reliable support of the security and business processes of the responsible departments such as IT, quality management, UAG, patents and trademark, legal matters and insurance, data protection, internal auditing, compliance, financial accounting as well as research and development by all departments.
- Preservation or guarantee of the requirements resulting from legal requirements.
- Ensuring the right to informational self-determination when processing personal data.
- · Reduction of costs incurred in the event of damage.
- · Maintaining all trade secrets.

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