

Pioneering
green solutions

verbio

Supplier Code of Conduct

Preamble

Verbio SE (hereinafter referred to as "**Verbio**") is one of the leading independent bioenergy producers in Europe.

In our biorefineries, we process raw materials and residues from regional agriculture into climate-friendly fuels and high-quality biocomponents for the feed, food, pharmaceutical and chemical industries on the basis of innovative technologies developed in-house.

We are aware of our responsibility for people and nature as a participant in numerous value chains, especially in the agricultural and energy sectors, and therefore also expect our suppliers to respect human rights and to use the resources of our environment sparingly.

Our Code of Conduct for Suppliers (hereinafter referred to as the "Code of Conduct") therefore sets out binding minimum standards of Verbio in business dealings for the socially, ethically and ecologically responsible conduct of our suppliers as well as their employees and subcontractors and forms an important part of our supplier selection and evaluation.

In this context, suppliers mean all companies from which Verbio purchases goods or services.

The Code of Conduct is based in particular on the German Supply Chain Due Diligence Act (LkSG) as well as international conventions such as the United Nations Universal Declaration of Human Rights, the Guidelines on Children's Rights and Corporate Conduct, the United Nations Guidelines on Business and Human Rights, the International Labor Organization (ILO) international labor standards and the United Nations Global Compact.

Only together can we ensure that socially, ethically and ecologically responsible action continues to be firmly anchored in our joint value chain.

Verbio reserves the right to verify compliance with this Code of Conduct through internal and external audits.

Any breach of the principles and requirements of this Code of Conduct will be considered a material breach of contract by the supplier. In the event of a breach, Verbio will take appropriate and appropriate measures based on the severity of the breach, as well as the remedies available.

In particular, Verbio reserves the right to extraordinary termination of individual or all contractual relationships as well as the assertion of claims for damages.

In addition, our purchasing terms and conditions apply.

In order to counteract violations at an early stage, it is possible to submit anonymous reports. The Verbio whistleblower system can be reached at <https://verbio.integrityline.app> on our compliance website.



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Social Responsibility

VERBIO recognises internationally recognised **human rights** and supports their observance.

Since 12 February 2022, VERBIO itself has been part of the **UN Global Compact Initiative**.

In view of the above framework, the supplier is expected to comply with the following principles:

Prohibition of Forced Labor and Slavery

All forms of slavery, slave-like practices, serfdom or other forms of domination or oppression in the workplace environment, such as extreme economic or sexual exploitation and humiliation, are prohibited.

All work must be done voluntarily within the scope of the employment contract and without the threat of torture. Employees must be able to terminate their work or terminate their employment at any time.

The commissioning or use of security forces shall be refrained from if the prohibition of torture and cruel, inhuman or degrading treatment is disregarded, life or limb is injured or freedom of association and association is impaired during their deployment.

Prohibition of Child Labor

Any use of child labor is prohibited.

Children must be allowed to attend school. The supplier is obliged to comply with the recommendation from the ILO conventions on the minimum age for the employment of children. Accordingly, the employees deployed may not be younger than the age at which compulsory schooling ends under the law of the place of employment. Under no circumstances may the employees be younger than 15 years old.

If children are found at work, the supplier must take and document effective remedial measures.

Under any circumstances may persons under the age of 18 be used for the worst forms of child labour, including but not limited to forced labour,

prostitution, pornography, dealing with drugs or weapons and other work that is harmful to their health, safety or morals.

Fair Remuneration

The remuneration for regular working hours and overtime must at least correspond to the locally applicable statutory minimum wage.

If the remuneration is not sufficient to cover the costs of a reasonable standard of living and to build up a minimum amount of reserves, the supplier is obliged to increase the remuneration accordingly. The elements of an adequate standard of living include, in particular, food, water, shelter, education, health care, transport and clothing.

Employees are to be granted all legally required benefits. Wage deductions as punitive measures are inadmissible. The supplier must ensure that employees receive clear, detailed and regular written information on the composition of their remuneration.

The supplier shall indemnify Verbio against any minimum wage claims of its own employees, the temporary and sub-workers employed by it and those of upstream suppliers.

Fair Working Hours

Working hours (including breaks, holidays and time off) must comply with the applicable laws.

Freedom of Association

The right of employees to set up and join organisations of their choice, to bargain collectively and to strike must be respected. In cases where freedom of association and the right to collective bargaining are restricted by law, alternative possibilities of an independent and free association of employees for the purpose of collective bargaining must be granted.

Employee representatives must be protected from discrimination. Employees may not be discriminated against or sanctioned on the basis of their establishment, accession, membership or participation in such an organization. Employee representatives must not be denied free access to the workplaces of their colleagues in order to ensure that they can exercise their rights in a lawful and peaceful manner.

Discrimination

Discrimination and unequal treatment of employees in any form is inadmissible unless they are justified by the requirements of employment.

This applies in particular to discrimination based on national and ethnic origin, social origin, health status, disability, sexual orientation, age, gender, political opinion, religion or belief.

Health and Safety at Work

The supplier is responsible for a safe and healthy working environment. By setting up and applying appropriate occupational safety systems, necessary precautionary measures are taken against accidents and damage to health that may arise in connection with the activity.

Excessive physical or mental fatigue must be prevented by appropriate measures. In addition, employees are regularly informed and trained about applicable health and safety standards as well as safety measures. Employees must be given access to drinking water in sufficient quantities and to clean sanitary facilities.

Preservation of the Natural Habitat

The unlawful removal of land, forests or waters, the use of which secures the livelihood of persons, is prohibited. Harmful soil changes, water and air pollution, noise emissions, deforestation and excessive water consumption must be avoided if this significantly impairs or could significantly impair the health of persons or the natural basis for food production.

The unlawful violation of the laws on the rights of indigenous peoples to the lands, territories and resources they have traditionally owned, occupied or otherwise used or acquired is prohibited.

Protection of Privacy

The personal dignity, privacy and personal rights of each individual must be respected. Arbitrary or unlawful interference with private areas of life, such as family, home or correspondence of an employee, is prohibited. Likewise, the violation of the prohibition of interference with freedom of expression and religion.



Environmental Responsibility

Verbio actively contributes to environmental and climate protection. Our innovative technologies pave the way for climate-friendly alternatives based on sustainably produced biomass in transportation, industry, chemicals and agriculture and close ecological cycles; virtually no waste is produced in our plants.

We also attach great importance to sustainable supply chain management.

Our biofuel products are certified according to REDcert and ISCC. Verbio is also certified according to the established ISO 9001 and ISO 5000 standards.

Having said that, the supplier must comply with the following principles:

Dealing with Waste and Hazardous Substances

The supplier follows a systematic approach to identifying, handling, reducing and responsibly disposing of or recycling solid waste. The prohibitions on the export of hazardous waste under the Basel Convention of 22 March 1989, as amended, must be observed.

Chemicals or other materials presenting a hazard when released into the environment shall be identified and handled in such a way as to ensure safety in the handling, transport, storage, use, recycling or reuse and disposal of such substances.

Mercury shall be used in accordance with the prohibitions of the Minamata Convention of 10 October 2013 and persistent organic pollutants shall be used in accordance with the Stockholm Convention of 23 May 2001, as amended.

Dealing with Emissions

General emissions from operations (air and noise emissions) and greenhouse gas emissions shall be standardised, routinely monitored, verified and, if necessary, treated prior to their release. The supplier also has the task of monitoring its exhaust gas purification systems and is required to implement solutions for emission minimization and avoidance.

Treatment and Discharge of Industrial Water

Wastewater from operations, manufacturing processes and sanitary facilities must be typed, monitored, checked and, if necessary, treated before discharge or disposal. In addition, measures are to be taken to reduce the production of wastewater as much as possible or to avoid it altogether as far as possible.

Dealing with Energy Consumption/Efficiency

Energy consumption must be monitored and documented.

Solutions must be found to improve energy efficiency and minimize energy consumption.

Dealing with conflict minerals

For the conflict minerals tin, tungsten, tantalum and gold, as well as for other raw materials such as cobalt, the supplier establishes processes in accordance with the Guidelines of the Organisation for Economic Cooperation and Development (OECD) for the fulfilment of the due diligence obligation to promote responsible supply chains for minerals from conflict-affected and high-risk areas and also requires this from its upstream suppliers. Suppliers. Litigation proceedings without adequate, audited due diligence processes should be avoided.

Biodiversity and species protection

The supplier undertakes to take the necessary measures related to the use of biological resources in order to avoid or minimize adverse impacts on biodiversity.

The import or export of endangered species of wild animals and plants is prohibited.

Consumption of raw materials and natural resources

The use and consumption of resources during the value creation process and the generation of waste of any kind, including the consumption of water and energy, must be **reduced as far as possible or avoided as far as possible**.

This is done either directly at the point of origin or through procedures and measures, such as in particular by changing the company's production and maintenance processes, by using alternative materials, by savings, by recycling or by reusing materials.





Ethical Responsibility

Compliance with applicable law at home and abroad always takes precedence.

This also applies if legal requirements appear to be inexpedient or economically unfavorable.

We attach great importance to open and truthful reporting and communication in all business transactions.

Fair Competition

The standards of fair business, fair advertising and fair competition must be complied with. In addition, the applicable antitrust law must be complied with, which prohibits in particular agreements and other activities that influence prices or conditions in dealing with competitors.

Confidentiality and Data Protection

Any processing (this includes, in particular, the collection, storage, transmission and disclosure) of information must comply with the legal norms on data protection and information security as well as any official regulations.

In particular, the protection of personal information as well as trade secrets must be ensured.

Integrity, Bribery and Taking advantage

The highest standards of integrity must be applied to all business activities. Any form of bribery, corruption, extortion and embezzlement is prohibited.

We expect a zero-tolerance policy from our business partners in this regard. To ensure this, appropriate and effective procedures for monitoring and enforcing anti-corruption standards must be implemented and applied.

Intellectual Property

Intellectual property rights must be respected. Technology and know-how transfer must be carried out in such a way that intellectual property rights and customer information are protected.

Whistleblower System

Verbio has introduced a whistleblower system.

The supplier shall pass on any information received from Verbio regarding accessibility, responsibility and the conduct of the whistleblower system to its employees in an appropriate manner.

The whistleblower system must be accessible to employees of the supplier, while maintaining the confidentiality of identity and effective protection against discrimination.



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