

Hamburg, May 2024

J.J. Darboven Code of Conduct for Contract Partners

Preamble

As a family company we have always felt an obligation to live up to and protect our values. Fairness and social responsibility have been part of our business identity from the beginning. J.J. Darboven is committed to ecologically and socially responsible company management. We expect the same from all of our contract partners. In our company we require that the fundamentals of ecological, social and ethical conduct be respected and integrated into company culture. Our internal Code of Conduct serves all employees of J.J. Darboven as a compass that gives clear guidance. We strive to continuously and sustainably improve our business activities, products and services. In the interest of a holistic approach, we encourage each of our contract partners to contribute to this effort.

This J.J. Darboven Code of Conduct for Contract Partners presents the values and standards of our internal Code of Conduct. It serves our Contract Partners as a guideline for ethical conduct and underlines the values and standards that we expect from you. We attach great importance to integrity, transparency, and sustainable action in our supply chain. We want to achieve this together with our Contract Partners, and will assist you in implementation if needed. Contract Partners are encouraged to take part in meeting challenges and giving constructive feedback.

The provisions of this document form the basis of current and future collaboration between J.J. Darboven and our Contract Partners. They constitute the J.J. Darboven Code of Conduct for Contract Partners. Contract Partners accept this Code of Conduct and undertake to abide by it.

This Code of Conduct is based on national laws and regulations as well as international agreements like the United Nations General Declaration of Human Rights, Children's Rights and Business Principles, Guiding Principles on Business and Human Rights and international labour standards. Contract Partners of J.J. Darboven must comply with all applicable laws, regulations and standards in the countries in which they are active. This includes labour laws, environmental regulations, anti-corruption laws and all other relevant legislation.

1. Human rights and labour standards

We respect human dignity and internationally recognized human rights, in particular as defined in the United Nations General Declaration of Human Rights and addressed in the United Nations Guiding Principles on Business and Human Rights and the OECD Guidelines for Multinational Enterprises. Furthermore, we observe the internationally recognized labour standards of the International Labour Organization (ILO), as set forth below in this Code of Conduct. In all of our business activities, we always strive to neither cause nor contribute to human rights violations. We expect the same from all of our business partners. We will assist our business partners in this where necessary and feasible.

1.1. Employment relationships

Our treatment of each other is marked by respect, trust, team spirit and honesty. We set great store by a diverse, inclusive, social and harmonious working environment. We respect the personality rights and private sphere of all employees and treat all employees with appreciation. In all employment relationships, we follow applicable labour laws.

1.2. Prohibition of forced labour

We reject any form of forced or obligatory labour¹, including all forms of debt bondage, serfdom, slavery or slavery-like practices, human trafficking and other non-voluntary work and services which are incompatible with internationally recognized labour and social standards. Employees must be able to end the labour or employment relationship at any time. Also, there must be no unacceptable treatment of workers, such as psychological hardship, sexual or personal harassment, or humiliation.

1.3. Prohibition of child labour

We do not tolerate child labour in any of our supply chains. Our Contract Partners are asked to adhere to the minimum age of the ILO Conventions² for child labour. This minimum age is 15 years. Therefore we expect our contract partners to take appropriate measures to determine age, in order to preclude child labour. If children are found working, the Contract Partner must document the measures taken to remedy the situation. Likewise, the rights of younger workers must be protected. This means that employees under 18 years of age must not perform tasks that are hazardous to the health, safety or morality of minors.

1.4. Fair remuneration

We strive to reach an appropriate wage level in production countries. In remuneration, we at least meet legal requirements and expect the same from our Contract Partners. Payment for regular working hours must at least correspond to the national legal minimum wage. Payment for overtime must in such cases exceed payment for regular hours. In countries that do not have a legal minimum wage, we take special care that the pay for regular work is sufficient to meet the employee's basic needs. Withholding of payment as a disciplinary measure is not permissible.³

¹ ILO Conventions 29 and ILO Conventions 105

² ILO conventions 79, 138, 142 and 182

³ ILO conventions 36 and 138

1.5. Fair working hours

We adhere to legal requirements on working hours,⁴ including breaks, holidays and overtime. Overtime is permissible only if it is on a voluntary basis. Weekly working hours must not regularly exceed 48 hours. Employees must get at least one day off after six consecutive working days. We respect the legal and religious holidays of our employees.

1.6. Freedom of association

We respect employees' rights to freedom of association and assembly.⁵ In cases in which freedom of association and the right to collective bargaining are restricted by law, alternative means of free and independent association of employees must be permitted. For example, this requirement can be met by a shop representative in the company.

1.7. Discrimination ban, diversity, inclusion

Equal opportunity and tolerance are important values in our company. Social, linguistic, cultural and religious diversity is reflected here. In particular, ethnic origin, skin colour, gender, age, family status, handicap, religion, nationality, sexual orientation and social origin play no role. Discrimination for any reason and any form of harassment or mobbing have no place at our company. We respect the personal dignity, privacy and personality rights of each individual.

1.8. Health and safety at the workplace

We obey national and international laws on occupational safety and health protection.⁶ We ensure that all our employees are regularly trained in all relevant occupational safety matters. By establishing and using appropriate occupational safety systems, we take preventive action against accidents and damage to health arising in connection with our activities.

2. Ecological responsibility

We continuously work to maximize our positive effect on the future and minimize our ecological footprint. As an internationally active company, we take environmental protection very seriously. We see sustainable business and the conservation of natural resources as our contribution to environmental protection for current and future generations. All employees of our tradition-rich company are accordingly obliged to adhere to our internal environmental standards. In addition, for years we have worked on numerous ways to reduce our energy consumption. These efforts range from CO₂ reduction in logistics to effective recycling for a circular economy.

2.1. Environmental and climate protection

Our environmental management at the Hamburg and Sauerlach locations has been certified to DIN EN ISO 14001:2015 since 2019. Our energy management has been certified to DIN EN

⁴ ILO conventions 1 and 14

⁵ ILO conventions 87, 98, 135, 154

⁶ ILO conventions 155 and 164

ISO 50001 since 2016. Part of the certifications is continuous improvement in order to constantly expand our contribution to environmental protection. Only in an intact environment is it possible for us to produce our hot beverages based on natural raw materials. Therefore, we practice the sustainability principle as an important element of our long-term company strategy. Our goal is to keep the influence of our business activities on the environment as low as possible along our entire supply chain. We comply with all environmental protection laws and set our own sustainability targets, such as the reduction of CO₂ emissions, maximum waste avoidance, and minimal energy and water consumption. We see these as incentives to develop more efficient measures and reduce our energy needs as much as possible.

In this context we have developed suitable measures in the following areas:

- Treatment and disposal of industrial wastewater
 - Wastewater from operations and production processes must be monitored, tested and if necessary treated before release or disposal.
- Treatment of air emissions
 - General emissions from operations (air and noise emissions) and greenhouse gas emissions must be typified, routinely monitored, tested and if necessary treated before release. We monitor our exhaust scrubbing systems and examine economic solutions to minimize all emissions.
- Treatment of waste and hazardous materials
 - We handle hazardous materials and chemicals as well as waste carefully and responsibly, and dispose of them properly.
- Consumption of raw materials and natural resources
 - We reduce the generation of waste of every kind and the use and consumption of resources during production, including water and energy.
- Energy consumption and efficiency
 - We monitor and document our energy usage regularly within the scope of our ISO certification and our climate balance.
 - We likewise regularly examine possible ways to save energy.

2.3. Species protection

J.J. Darboven is aware of its responsibility for the protection of species diversity and natural habitats. As a company highly dependent on natural resources, we recognize the importance of species protection for the long-term sustainability of our business and the planet. With this in mind, we undertake to act in accord with international standards and legal provisions in order to promote the protection of threatened species and their habitats.

3. Ethical business conduct

As part of our firm conviction that integrity and ethics are fundamental to our system of values, we place the greatest importance on ethical business conduct. Our commitment to

ethical standards covers all areas of our company and informs our relationships with employees, customers, vendors and the society in which we are active.

3.1. Fair competition

We are committed without limitation to the rules and laws of fair competition. We support a social market economy. We choose our suppliers based on objective criteria such as quality, sustainability, service and price. We work towards a transparent and fair supply chain. Applicable antitrust laws, which forbid agreements and other actions in dealing with our competitors that affect pricing or terms, must be obeyed.

3.2. Confidentiality and data protection

We treat personal data entrusted to us with the greatest care and strict confidentiality. This applies to the gathering, storage, and transfer of data (such as name, address, health status information) concerning employees, customers, Contract Partners and other third parties. Any processing must have a legal basis. Compliance with applicable rules and laws is also ensured by consultation with an external data protection officer.

3.3. Integrity / bribery and unfair advantage

We have a zero-tolerance policy on corruption, extortion and embezzlement. At J.J. Darboven integrity is non-negotiable. We are firmly convinced that ethical action is the basis of our success and closely connected with our company's reputation. Therefore we are committed to strict rejection of all forms of bribery and unfair advantage. This guideline serves not only to ensure compliance with laws, but also to maintain our values and create a setting in which honesty, transparency and fairness have the highest priority.

4. Quality and safety

Each of us is responsible for the quality and food safety of our products in our respective work areas. Every employee works as quality-consciously as possible, because only then can we meet our own demanding requirements and ensure the highest quality for our customers. Our quality management system has been certified to DIN EN ISO 9001:2015 and our company has been certified to the International Featured Standard Food (IFS Food) and BRCGS for many years. We can thus promise the greatest enjoyment of our hot drinks every day.

5. Transparency and cooperation

We believe in the importance of transparency and trusting cooperation as fundamental elements of a responsible and sustainable corporate culture. We strive to promote open and candid communication, within our company as well as in our interactions with external partners. This guideline on Transparency and cooperation serves to create a setting of trust and respect. It ensures that we are successful together by sharing knowledge, using synergies, and collaborating constructively. Contract Partners are encouraged to take part in meeting challenges and giving constructive feedback.

6. Implementing these requirements

The J.J. Darboven Code of Conduct clearly defines the expectations we place on our Contract Partners. We expect you to align with the principles and values of our Code of Conduct or apply a similar code. We also explicitly encourage you to pass these expectations along to your own contract partners and require the same conduct from them.

Our business relationships are based on long-term partnership and trust. We retain the right to monitor compliance with the expectations we place on our Contract Partners, for example through self-declarations. If we discover serious violations, we retain the right to appropriate contractual consequences, including termination of the business relationship. We expect our Contract Partners to react appropriately to discovered violations and take suitable preventive or remedial measures.

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