



## Code of Conduct

The Quarzwerke Group has been producing mineral raw materials for over 130 years — a tradition we are proud of. We are an independent family-run company that has always combined high-grade raw material resources with modern and efficient processing technology. Extraction and restoration processes in our quarrying areas are always performed according to sustainable ecological standards.

We are proud that our products make a valuable contribution in many fields of application for our customers and see ourselves as efficient and reliable partners who take social and ecological responsibility.

This Code of Conduct applies to the board of management and the staff members of all plants and sites of our group in the respective countries.

The rules contained in this Code of Conduct constitute the foundation of the Quarzwerke Group's corporate culture. Each and every one of our staff members has the obligation to consistently observe these principles.

### Management and governance

The management is committed to governing the Quarzwerke Group in an economically sound, socially responsible and ecologically sustainable manner. It strives to conduct its business operations not only with professional expertise but also with irreproachable ethics. In the markets where it operates, it will protect fair competition by complying with the effective laws on restraints of competition. We reject unfair practices for the purpose of gaining advantages over customers, suppliers or competitors.

### Personnel

The Quarzwerke Group pays its staff members fair wages and salaries to ensure them an adequate standard of living. It is important to the Quarzwerke Group to nurture its employees and give them opportunities for continuous professional development. We want staff members who are qualified, innovative and responsible, who enjoy their work and contribute to the company's success.

It goes without saying that we comply with the relevant occupational health and safety standards, the regulations on social insurance and working hours as well as all other laws and regulations for the protection of employees. The same applies to the rights of employees to organise themselves in trade unions and works councils.

All staff members must avoid situations in which their personal or financial interests conflict with those of the Quarzwerke Group. No employee may accept advantages - in any form whatsoever - that could reasonably be expected to influence business decisions or transactions of



the Quarzwerke Group. Employees must not seek to gain direct or indirect personal advantages through access to confidential information due to their position within the Quarzwerke Group. Violations will not be tolerated and will result in sanctions.

The Quarzwerke Group respects and supports compliance with internationally recognised human rights. Forced or child labour will not be not permitted by the Quarzwerke Group in any of its sites nor will it otherwise within its abilities tolerate or support it, either directly or indirectly.

## **Environment**

Industrial minerals stand at the beginning of a long value chain. Many industries are dependent on raw materials, which are also produced by our group of companies. Extracting mineral raw materials also has an impact on the environment. The responsibility resulting from this is something we take very seriously. In our restored areas we regularly see landscapes emerging that provide a habitat for many rare plant and animal species. Together with environmental organisations and local initiatives the company develops plans to create a restored environment of a high standard in the medium and long term after extraction and puts them into action.

At its production sites, the Quarzwerke Group takes great care to rule out or minimise harmful environmental impacts according to state of the art standards. Energy efficiency, greenhouse gas reduction, recycling processes and waste reduction are constantly being optimised in the technical equipment of production facilities and in the design of production processes. Energy and raw material efficiency are key requirements for plants and processes.

## **Social responsibility**

The Quarzwerke Group also commits to its social responsibility. For example, by designing attractive post-mining landscapes in the neighbourhood of its sites, through sponsorship and personal contacts between employees and the local population. The production sites are regularly open to the public to provide insight into their activities and facilities. Educating children and young people is a major concern, which the Quarzwerke Group supports with a wide range of measures.

## **Compliance**

In all its activities, the Quarzwerke Group strictly observes all relevant laws and standards. In particular, it prohibits measures which may lead to a falsification or distortion of free competition or to obstacles to market access or which violate current competition law. The management and all employees must strictly adhere to these guidelines. Violations will not be tolerated and will result in appropriate sanctions. The Quarzwerke Group ensures that its products comply with statutory requirements, that accurate product information is available in good time and that the products are labelled in accordance with the relevant regulations.



## **Data protection and data security**

All personal data concerning staff members, customers, business partners and suppliers as well as other third parties are used with care in the Quarzwerte Group and treated confidentially in full compliance with data protection laws. This information must be protected with the utmost care.

## **Audits and certification**

Scheduled quality, work safety, environment and energy audits are performed at sites of the Quarzwerte Group in order to realise a process of constant improvement.

The effectiveness of the quality, work safety, environment and energy management system is verified and confirmed every year by an external accredited certifying body. We are also certified according to DIN EN ISO 9001, 14001 and 50001 as well as ISO 45001. Moreover, the Quarzwerte Group is subjected to an annual sustainability assessment.

## **Awards**

Companies of the Quarzwerte Group have already received many awards for their sustainable practices. In the context of German and European competitions projects have been assessed in various locations by independent juries. For us the fact that Quarzwerte is regularly among the award-winners, serves as confirmation of our sustainable approach and motivates us to continue on this path.