



## Social Responsibility / Code of Conduct

### 1. Introduction

As an international moving company, we regard social responsibility as an integral part of our business conduct. Our objective is to achieve economic success while remaining firmly committed to ethical, social, and environmental principles. Our corporate values are aligned with ESG (Environmental, Social, Governance) guidelines, shaping our efforts across environmental protection, social responsibility, and responsible corporate governance.

We promote health and safety at work, protect the privacy of our employees, value diversity and equal opportunity, and are committed to complying with legal and ethical standards. All our initiatives are governed by binding internal policies and our ESG program, which are regularly reviewed and updated.

### 2. Health, Safety, and Well-Being

We are dedicated to creating and maintaining a safe, health-promoting, and supportive working environment for all employees.

Our initiatives cover:

- Regular risk assessments conducted by an external occupational safety specialist (DMG)
- Annual safety briefings as well as fire safety and first aid training sessions
- Ongoing training for designated first aiders (certificate renewals every two years)
- Regular inspections of safety-relevant facilities
- Ergonomic workplace design and health-conscious office equipment
- Flexible working hours and remote work options to promote well-being
- Use of digital tools (e.g., virtual surveys) to minimize travel
- Utilization of newly designed team spaces to strengthen a sense of community

### 3. Respect for Employee Privacy

We fully respect the privacy and individual freedoms of our employees.

Personal data and matters are handled confidentially, processed only to the necessary extent, and protected in accordance with applicable data protection regulations.

### 4. Diversity, Equality, and Inclusion

We are committed to fostering diversity, equality, and inclusion and to preventing any form of unlawful discrimination. Our goal is to create a workplace that reflects the diversity of society, where all employees are respected and can reach their full potential. This commitment is also embedded in our internal DEI (Diversity, Equity, and Inclusion) policy.

Our key principles are:

- Fair and respectful treatment regardless of age, origin, gender, religion, disability, or sexual orientation
- Zero tolerance for bullying, harassment, victimization, or discrimination
- Personnel decisions based solely on performance and suitability
- Promotion of equal opportunities through access to training and development programs



- Confidential handling of complaints; serious violations may result in disciplinary and legal consequences
- Complaints can be reported confidentially at any time to management or to our trusted persons, Penny Donath and Sabine Donath

## 5. Business Ethics & Integrity

We act professionally, fairly, and with integrity at all times towards customers, employees, suppliers, and partners.

Our ethical standards involve:

- Honest, respectful, and transparent communication
- Zero tolerance for corruption, bribery, or acceptance of undue advantages
- Commitment to avoiding conflicts of interest
- Compliance with all national and international anti-corruption laws
- Adherence to the FIDI Anti-Bribery and Anti-Corruption Charter
- Protection of confidential information and a strong focus on data privacy

## 6. Compliance with Legal Requirements

We are committed to adhering to all applicable laws, regulations, and industry standards.

Our focus areas include:

- Implementation of antitrust regulations and fair competition practices
- Compliance with German antitrust law and the FIDI Anti-Trust Charter
- Raising employee awareness of lawful conduct

## 7. Handling of Violations

Employees are encouraged to confidentially report any violations of our principles.

All reports are carefully reviewed, appropriate measures are taken, and the protection of whistleblowers is ensured.

## 8. Environmental and Sustainability Commitment

We are committed to active environmental and resource protection and integrate sustainability principles into all areas of our business. Our initiatives and goals are documented in our official Environmental Policy, which is communicated both internally and externally to customers and business partners.

Key areas of our Environmental Policy:

- Fulfillment of requirements according to DIN EN ISO 14001
- Reduction of emissions, and energy and water consumption
- Recycling and proper disposal of materials
- Avoidance of empty trips and use of virtual surveys
- Use of sustainable products and low-emission vehicles
- Measures to save energy and increase efficiency



## 9. Social Engagement

We assume social responsibility both within the company and in the regions where we operate.

Our focus areas include:

- Supporting social and charitable projects in our operating regions
- Prioritizing the employment of local workers and promoting fair trade practices
- Strengthening team cohesion through joint activities and events
- Encouraging and supporting employees' involvement in social initiatives

## 10. Final Remark

Responsibility, integrity, and sustainability guide our everyday actions.

We are committed to continuously developing our social, environmental, and corporate standards and to making a positive contribution to our employees, customers, partners, and society as a whole.

**29.04.2025**

Date / Signature of Management