

Code of Conduct

OUR CODE OF CONDUCT



Dear employees,

Our success is based in trust in our company, whether from customers, employees or the public. We attach great importance to trust, fairness and reliability. In order to represent, maintain and justify these values, compliance by all employees in all areas of the company plays a crucial role.

To ensure sustainable compliance in all areas of the company and to ensure responsible corporate management and control, we have developed a comprehensive compliance management system. This system serves as a guide and binding framework in everyday operations in order to meet daily challenges. If you have any questions about compliance, please do not hesitate to contact our HR managers. We encourage you to report any violations of our Code of Conduct directly to the compliance officers (T. Lindemann / J. Groninga).

The management of Landguth Heimtiernahrung GmbH expressly undertakes to comply with the Code of Conduct and expects the same of everyone who works and acts on behalf of Landguth Heimtiernahrung GmbH.

The most important resources for achieving our corporate goals are the professional skills and entrepreneurial spirit of our employees. We appreciate that our workforce, with their commitment and passion, contribute significantly to the success of the company. That is why it is important for us to work together to ensure that compliance is not only supported as a natural and desired part of our corporate culture but is actively practiced and continuously developed.

By adhering to our Code of Conduct, we help to strengthen trust in our organization and preserve our corporate values. Every one of us plays an important role in implementing and promoting a culture of compliance.

The Board



OCCUPATIONAL SAFETY AND HEALTH

The safety and health of our employees are our top priorities. We take our responsibility seriously and are committed to ensuring that all necessary occupational health and safety measures are taken. In doing so, we not only adhere to the applicable national regulations but are also guided by our own health and occupational safety policy.

Our goal is to create a safe and healthy working environment for all employees. We are actively committed to preventing accidents and injuries in the workplace. To this end, we implement appropriate security measures and policies based on best practices and insights.

We ensure that our employees have the necessary information, training and resources to carry out their tasks safely and in a health-conscious manner. We encourage them to address occupational health and safety concerns and suggestions to drive continuous improvement.

Every single employee is asked to do their part to maintain health and safety in the workplace. This includes complying with safety regulations, using personal protective equipment, reporting accidents and hazardous situations, and actively participating in training and safety programs.

We are committed to regularly reviewing our occupational health and safety measures to ensure they continue to meet the highest standards. If problems arise, we take immediate action to minimize potential risks and ensure the safety of all our employees.

Through our joint efforts, we create a safe and healthy work environment in which all employees can do their best. Because the health and safety of our employees are of paramount importance for us.



HUMAN RIGHTS

We are committed to protecting and promoting human rights. We pay strict attention to compliance with applicable regulations, particularly regarding the protection of human and children's rights.

We condemn all forms of exploitation, including child labor, forced labor, compulsory labor, modern slavery and human trafficking. This principle applies not only within our company but also extends to our business relationships and our supply chain.

We only work with business partners who also respect human rights and are actively committed to combating any kind of human rights violations. We regularly monitor compliance with these principles and take appropriate action if violations are identified.

Our employees are informed about the importance of human rights and trained to ensure that they follow these principles in their daily work. We also encourage you to raise concerns about possible human rights violations and thereby support you in taking appropriate action.

Our commitment to respecting human rights forms an essential part of our corporate culture and is our responsibility as a sustainable company.

We strive to have a positive impact on society and do our part to protect and promote human rights worldwide.

You can find out more about this in our **"Human Rights Compliance Policy"**.



EQUALITY AND EQUAL OPPORTUNITIES

We are committed to ensuring that all employees have equal opportunities. We categorically reject discrimination based on ethnic or national affiliation, gender, religion, ideology, age, disability, sexual orientation, skin color, political opinion, social origin, or other legally protected characteristics. In our company we live diversity and are actively committed to inclusion. We create an environment that promotes the individuality of each person while also serving the interests of the company.

We select, hire and promote our employees solely on the basis of their qualifications and skills. We assess all applicants fairly and objectively, regardless of personal characteristics or background. We recognize the value of different perspectives and strive to build a diverse team that benefits from each individual's diverse experiences and skills.

We are committed to combating discrimination and creating a work environment characterized by respect, tolerance and equality. All employees are encouraged to contribute to an inclusive culture by respecting, supporting and acknowledging others. Discrimination or harassment will not be tolerated, and complaints regarding these will be handled carefully and confidentially.

Our goal is to create a work environment in which all employees feel valued and accepted. We actively promote the diversity of our workforce and create space for individual growth and development. Together we build a culture of equality in which everyone has the same opportunities to develop their potential and contribute to the success of the company.

You can find out more about this in our **“Policy on Equality and Equal Opportunities”**.



ENVIRONMENTAL PROTECTION AND SUSTAINABILITY

As a company, we are responsible for the environmental compatibility and sustainability of our products, locations and services. We attach great importance to the use of environmentally friendly, advanced and efficient technologies in the course of our operational activities.

During the development and production of our products, we ensure that we use natural resources carefully, continuously reduce environmental impact and comply with applicable environmental protection laws and regulations. We take a sophisticated approach by regularly assessing the environmental impact of our products and manufacturing processes, and optimizing them if necessary.

Our goal is to establish sustainable and environmentally friendly business practices. We rely on innovative solutions that help reduce emissions, minimize waste and optimize energy consumption. By making continuous improvements, we wish to minimize our environmental footprint and make a positive contribution to protecting the environment.

We are committed to maintaining high environmental standards and continually reviewing our processes to ensure we implement best practices in environmental protection. We promote awareness of environmental issues among our employees and encourage them to act in an environmentally conscious manner and to contribute innovative ideas on improving our sustainability performance.

Together with our partners and stakeholders, we are committed to protecting the environment and promoting sustainable development. We strive to initiate positive changes and make our contribution to a livable and sustainable future.

You can find out more about this in our **“Environmental Protection and Sustainability Guidelines”**.



BUSINESS ETHICS

We attach great importance to the integrity of our business relationships and pursue a responsible and ethical business policy. We want to ensure that we only work with reputable partners whose business activities comply with applicable laws and regulations.

To achieve this goal, we carefully verify the identities of customers, business partners and other third parties with whom we wish to do business. We conduct thorough due diligence to ensure that potential business partners have a good reputation and conduct their business ethically and transparently.

Our business relationships are based on mutual trust, fairness and respect. We expect our partners to adhere to the same high standards of ethical behavior, legal compliance and transparency as we do.

We undertake not to enter into or continue any business relationships if we become aware that the business activities of a potential or existing partner are not in accordance with legal regulations or that their operating resources are of unlawful origin. We strive to continually review our network of business partners and take action where necessary to ensure that our business relationships meet the highest standards.

Our business relationships are characterized by openness, integrity and fair competition. We respect our partners' intellectual property, confidential information and trade secrets and treat them with the utmost care.

We strive for long-term and sustainable business relationships that are based on trust and a shared appreciation of ethical principles. Together with our partners, we are committed to maintaining the highest standards of compliance, legal conformity and ethical conduct.

You can find out more about this in our **"Ethics and Business Ethics Policy"**.



PRIVACY & DATA SECURITY

The protection of personal data is our top priority. We are aware of the responsibility to protect the personal data of employees, former employees, customers, suppliers and other data subjects and respect the right to privacy.

We are committed to collecting, recording, storing, processing and using personal data only in accordance with applicable data protection laws and regulations. We thereby always take into account transparency, earmarking and data minimization.

We only collect the personal data that is necessary for the respective purpose and only process it on a lawful basis. We inform the data subjects about the processing of their data and give them the opportunity to exercise their rights.

We take appropriate technical and organizational measures to ensure the security and confidentiality of personal data. Access to this data is limited to authorized employees who are obliged to maintain confidentiality.

We only use personal data for the specified purpose and only pass it on to third parties if this is legally permitted or if the data subject has consented to this. We regularly review our data processing practices to ensure they comply with applicable data protection laws.

In the event of a data breach or data protection incident, we shall immediately take appropriate measures to investigate the incident, inform data subjects and take appropriate remedial action. We raise employee awareness about data protection and regularly train employees in the applicable data protection regulations and our internal data protection guidelines.

We take the responsibility for protecting personal data very seriously and strive to earn and maintain the trust of our employees, customers, suppliers and other data subjects in the handling of their data.

You can find out more about this in our **“Data Protection Policy”**.



AVOIDING CONFLICTS OF INTEREST & CORRUPTION

Our primary goal is to always protect the company's interests in our business dealings, regardless of personal interests. Before carrying out secondary activities, whether remunerated or not, which could potentially harm the interests of Landguth Heimtiernahrung GmbH, prior written consent from Landguth is generally required. We shall only refuse consent if there is an important reason for doing so.

Our employees are required to avoid conflicts of interest wherever possible. If this cannot be implemented, it is very important that the employees inform their superiors and the human resources department in order to find a fair and transparent solution together.

The quality of our products and services forms the basis for our success. We shall not tolerate corruption in any form. Any donations to business partners, customers or other external parties shall be made exclusively within the framework of legal regulations and established guidelines.

FAIR COMPETITION

Our business activities are based exclusively on the principle of performance and the free market economy. We promote fair and unhindered competition. When competing with our competitors, we always comply with applicable laws and ethical principles. No anti-competitive agreements shall be made with competitors, suppliers or customers. If our company occupies a dominant position, this must not be abused.



GUIDE TO A SELF TEST

The following key questions should help you find out whether your behavior is consistent with our corporate values, which are set out in the Code of Conduct. If you can answer “yes” to these questions, it is very likely that your behavior conforms to our corporate values.

1. Am I acting in accordance with the company’s ethical principles and values?
2. Do I treat all people respectfully and fairly, regardless of their origin, religion, gender or other personal characteristics?
3. In the way I work, am I observing the applicable laws and regulations?
4. Am I helping to create a positive and inclusive work environment?
5. Am I acting responsibly in using company resources and avoiding waste?
6. Am I transparent and honest in my communications, both internally and externally?
7. Am I aware of my responsibility to protect confidential information and prevent data misuse?
8. Am I actively committed to sustainability and environmental protection?
9. Do I take my responsibility to report potential violations of the „Code of Conduct“ seriously?



HOW DO I REPORT VIOLATIONS?

You are obliged to report compliance violations or corresponding suspicions internally. You should first consider making personal contact with your manager.

Of course, you can also address any reports of misconduct to our compliance officers by phone or email at any time. All information will be treated as strictly confidential and your identity as a whistleblower will be protected. You don't have to worry about being disadvantaged if you report third-party misconduct in good faith.

To report any information, you can contact us anonymously at <https://landguth.interne-meldestelle.de>

If you have any questions or uncertainties, your direct manager is the first point of contact for questions about the application of this Code of Conduct in your daily work environment. You can also contact our Compliance Officer at whistleblowing@landguth.de at any time.

Furthermore, your **workplace representatives** are always there for you to help you with your concerns. You can find a current list of our workplace representatives on our digital display boards and on the bulletin board. You can discuss your problems and concerns with them confidentially and anonymously at any time.

Compliance Officer:

Thomas Lindemann
HR manager
0492891519-796
thomas.lindemann@landguth.de

Jonas Groninga
HR manager
0492891519-701
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