

CODE OF CONDUCT

GHR Global Human Resources AG, Baar

This code of conduct applies to all internal and external employees at GHR.

1. No discrimination

We undertake to prevent any discrimination against persons with respect to employment, remuneration, access to benefits and training opportunities, promotion, punishment and dismissal because of their gender, religious, ethnic or national origin, marital status, political opinion, or sexual orientation, and to promote equal opportunities for all.

2. Prohibition of abuse and harassment

We treat all employees with dignity and respect. Any kind of physical, psychological, sexual or verbal abuse or harassment, or physical or mental coercion will not be accepted.

3. Minimum wage / work hours / work protection / privacy policy

We offer our employees wages which are above the national minimum wage standard and advocate for equal pay between men and women.
We comply with the statutory maximum weekly working hours, rest periods, and breaks for employees. We are committed to the applicable health and safety regulations as well as the privacy policy.

4. Anti-corruption / unfair competition

We refrain from any kind of corruption or other preferential treatment for obtaining orders and we do not operate by unfair means in competition with third parties. We do not accept money or other undue advantages from third parties for jobs in connection with our work activities.

5. Environment

We are always striving to minimise environmental pollution and to improve environmental protection.

6. Working with subcontractors and suppliers

We are committed to working only with business partners who share our values and comply with the legal framework conditions in their business.

Baar, January 2018

GHR Global Human Resources AG



CEO

André van Sprundel