



Code of Conduct:

Preface

IWG Ing. W. Garhöfer GesmbH is a family-owned and managed Austrian company. We are geared towards long-term growth and stability and assume responsibility towards society and environment. Our employees are among the best in the field and our most valuable asset.

Scope

This Code of Contact applies to all employees.

Each and every employee is responsible for implementing and complying with this Code of Conduct. The management gives a good example for compliances and helps implementing where necessary. This Code of Conduct is taken into consideration in all business decisions.

1.

We obey the laws and regulations

2.

We conduct our operations with honesty, integrity and openness, and with respect for the human rights and interests of our employees.

3.

Our respect is the same for all employees - regardless of ethical origin, race, sex, religion, ideology, disability, age or sexual identity.

4.

We are committed to providing both a safe and healthy working environment for all our employees and others affected by our activities; including customers, contractors, visitors and the public at large.

We always prioritise safety. Our company guidelines are laid down in the Safety and health protection directive.

4.1

Violence is unacceptable and is not tolerated. Harassment, bullying of colleagues, clients, customers, suppliers, or simply people who visit our company, as well as violent, threatening or degrading behaviour is considered as offensive action and lead to disciplinary measures.

4.2

We do not tolerate any kind of sexual or other harassment at the workplace, this covers among other things derogatory statements and derogatory behaviour, and herewith creating an intimidating, hostile, offensive or disturbing working environment.

4.3

We condemn gender-based violence and promote awareness of our manager to recognize domestic, family and gender-based violence.

4.4

We provide our employees a drug-free working environment. It is strictly forbidden to report to work under the influence of alcohol, illegal drugs or prescribed medications, if they lead to work deterioration.

5.

We firmly reject all forms of forced and compulsory labor and child labor and demand the same from our suppliers.

5.1

We ensure adequate and fair remuneration taking into account local market conditions.

5.2

We ensure that local laws concerning the maximum permitted working hours are observed.

5.3

We hire employees with written employment contracts and based on documented employment relationships in accordance with the law.

6.

We do not offer, give, accept or receive bribes or other improper advantages, whether directly or indirectly, for business or private gain, whether for ourselves or for others.

7.

Every employee shall ensure that his/her private interests do not come into conflict with his responsibilities as an employee or company officer or with major interests of the company.

8.

Our customers expect us to provide the quality and efficiency to ensure their success. We want our suppliers, customers and business partners to meet the same high ethical standards and principles that we ourselves follow. We select our business partners carefully based on standards of quality and ethics and work only with reputable partners.

9.

We take our responsibility towards mankind and the environment seriously because we want to preserve our planet for future generations. Therefore we use our energy and raw-material resources efficiently and carefully and dispose of our wastes according to state-of-the-art technologies. Development of environmentally friendlier products is a company goal.