



Code of Conduct for Suppliers



mobilezone

Introduction

The mobilezone Group is currently the leading independent telecommunications specialist for mobile and fixed-line telephony, TV and Internet in Switzerland and Germany. mobilezone holding ag including its subsidiaries (together «mobilezone» or «Companies of mobilezone») is committed to being a responsible company and is devoted to ecologically and socially responsible corporate governance. In this context, mobilezone assumes responsibility in the areas of human rights, labour, the environment and anti-corruption.

This Code of Conduct for Suppliers and Business Partners (Code) applies to all suppliers, business partners and their employees, agents and subcontractors (collectively referred to as «Suppliers») who directly or indirectly supply goods and/or provide services to mobilezone. We therefore expect our business partners to recognise and assume their responsibility in the areas of human rights, labour, the environment and anti-corruption.

The companies of the mobilezone Group check their suppliers' compliance with this Code. Any violations of this Code may jeopardise the business relationships of suppliers with mobilezone companies or result in their termination.

This Code is based on international standards, such as the United Nations Guiding Principles on Business and Human Rights (UN Global Compact), the OECD Guidelines for Multinational Enterprises and the Declaration on Fundamental Principles and Rights at Work of the International Labour Organization (ILO).

This Code will be revised by the mobilezone Group as and when necessary. The current version is provided to partners and suppliers and can be accessed at any time at www.mobilezoneholding.ch.

Human Rights and International Labour Standards

We expect our suppliers to respect the human rights arising from international treaties, in particular the United Nations Universal Declaration of Human Rights and the UN Global Compact, as part of their business activities.

- Suppliers must comply with all applicable laws and regulations relating to all areas of business activity. Suppliers must also verify compliance with this Code in their own operations and supply chain. In certain countries or business areas, stricter regulations may apply than those described in this Code. If several rules relate to the same subject matter and do not contradict each other, the higher standard is to be applied.
- Suppliers undertake to guarantee a workplace without discrimination. They hire their employees on the basis of their qualifications and skills, without regard to age, race, skin colour, religion, disability, marital status, pregnancy, gender identity, political affiliation, sexual orientation, social background, national origin or any other legal status unrelated to the suitability of a person to perform the required tasks for the job in question.¹
- Suppliers are committed to creating a workplace that is free from bullying and abuse. All forms of physical and verbal abuse, psychological violence and harassment, sexual harassment among or against their employees are neither permitted nor tolerated by the suppliers and will be disciplined accordingly.¹
- Suppliers undertake not to accept or support any form of involuntary labour. They must not engage in human trafficking or tolerate slave labour, forced labour, bonded labour, indentured labour or prison labour in any form.²
- mobilezone does not tolerate child labour or work by minors. Suppliers are obliged to comply with all applicable legal requirements and to ensure that the minimum standards of the ILO core Labour standards regarding the minimum age for admission to employment and the prohibition of child labour are observed.³
- Suppliers are obliged to comply with all applicable laws and industry standards relating to working hours. Furthermore, suppliers shall ensure compliance with all applicable laws and regulations regarding work and rest days.⁴

1 ILO Convention No. 111 (Discrimination in respect of employment and occupation)

2 ILO Convention No. 29 (Forced labour) and No. 105 (Abolition of forced labour)

3 ILO Convention No. 138 (Minimum age) and No. 182 (Worst forms of child labour)

4 ILO Convention C001 (Hours of work)

- Suppliers shall ensure the wages of their employees at least meet the statutory minimum standards. Salaries and benefits are paid in accordance with legal requirements to ensure full compliance with all applicable laws. Overtime is remunerated appropriately in accordance with the statutory provisions. Suppliers shall comply with applicable laws and regulations regarding employer and social security contributions.⁵
- Suppliers are responsible for creating a safe and healthy working environment and take appropriate measures to prevent accidents and damage to health in the workplace. Suppliers are obliged to apply for all necessary health and safety permits, to keep them up to date and to comply with them.⁶
- Suppliers shall support and respect the rights of employees to organise and join associations or trade unions of their choice and to bargain collectively without any form of interference, discrimination, retaliation or harassment.⁷

5 ILO Convention No. 100 (Equal remuneration)

6 ILO Convention No. 155 (Occupational Safety and Health Convention) and No. 187 (Promotional Framework for Occupational Safety and Health Convention)

7 ILO Convention No. 87 (Freedom of association) and No. 98 (Right to organise and collective bargaining)

Environmental Protection

We expect our business partners to work in an environmentally conscious and efficient manner. We encourage our business partners to minimise their impact on the environment and to take initiatives to promote greater environmental responsibility and the development of environmentally friendly technologies.

- The partners and suppliers of mobilezone document and monitor their energy consumption and find economical solutions to reduce it.
- Suppliers undertake to comply with all relevant environmental laws, regulations and standards.
- Suppliers use a systematic approach to identify, manage, minimise and responsibly dispose of or recycle both hazardous and non-hazardous waste.
- Suppliers should always favour recycled or recyclable materials for the manufacture of their products. If this is not possible, suppliers are encouraged to favour materials that are biobased, compostable or biodegradable. Environmental claims (such as recyclable, organic, biobased, compostable or biodegradable) should be verified by the supplier, where appropriate, through relevant documentation or certification.
- If the business partner supplies products or product components that contain metals or minerals that fall under the «OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas», the business partner must ensure compliance with these guidelines. We expect the business partner to promote responsible sourcing practices in its own supply chain with the aim of sourcing conflict-free minerals and avoiding unsustainably mined minerals, and to support relevant industry efforts to eliminate the use of conflict minerals and develop responsible sourcing practices.
- Suppliers have an environmental management system that is appropriate to their size and the nature of their activities.

ETHICS

Suppliers must comply with all applicable laws and regulations. In order to fulfil their social responsibility and achieve success in the market, suppliers and their agents should adhere to the highest ethical standards.

- Suppliers draw up guidelines that set out their commitment to responsible business practices. These guidelines must be approved by the supplier's executive management, actively communicated to employees and made available to the public. Suppliers are obliged to ensure that all their employees and suppliers understand and comply with this Code.
- mobilezone is committed to the prevention of bribery and pursues a strict zero-tolerance policy regarding corruption. mobilezone does not permit the exchange of favours, money, gifts or other benefits of monetary value with executives, representatives or employees of mobilezone companies with the aim of influencing business decisions.
- Suppliers are required to document information about their business activities, labour practices, health and safety practices and environmental practices in a truthful and unbiased manner. This information must be disclosed to all relevant parties in accordance with legal requirements, without any falsification or deception.
- Suppliers shall respect all intellectual property rights of their business partners and avoid any infringement of valid patents, trademarks, copyrights, trade secrets or other intellectual property.
- mobilezone pursues a strict zero-tolerance policy with regard to money laundering and the financing of terrorist activities. Suppliers are obliged to fully comply with the applicable national and/or international accounting and banking standards and procedures as well as the legal provisions relating to money laundering, terrorist financing, fraud and other illegal activities. All payments must be made on the basis of a contractual agreement.
- Suppliers are required to fully comply with the standards of fair business practices, fair advertising and fair competition. They must also implement and maintain appropriate measures to safeguard customer information.
- Suppliers undertake to fulfil the legitimate expectations of data protection with regard to the personal data of all partners with whom they do business, including suppliers, customers, consumers and employees, and to protect the data. Suppliers must comply with data protection and information security laws and regulatory requirements when collecting, storing, processing, transferring and disclosing personal data.

Compliance with this Code of Conduct

The Supplier must ensure that it fulfils its obligations under this Code and is able to demonstrate compliance with the requirements of this Code at the request of mobilezone. Furthermore, mobilezone reserves the right to conduct an audit at the Supplier's premises or sites after prior notice. In the event of human rights violations and/or environmental damage by one of its business partners, the supplier is obliged to inform mobilezone immediately.

If mobilezone learns of cases of non-compliance with the Code, dialogue will be initiated to clarify the specific circumstances. In the event of serious violations of the requirements set out in this Code of Conduct, mobilezone reserves the right to terminate the relationship with the supplier. Suppliers are encouraged to ask questions about any matters related to this Code and to report ethical concerns or suspected violations of this Code. In such cases, the supplier may at any time contact supplychain@mobilezone.ch or his respective contact person. It is also possible to make an anonymous report via our [ethics hotline](#). mobilezone expects suppliers to report possible violations of the rights and principles set out in this Code of Conduct. This includes violations by employees of mobilezone.

The Supplier hereby confirms that it has read and understood the Supplier Code of Conduct and acknowledges that compliance with the Code is an essential requirement for the business relationship between mobilezone holding ag, its subsidiaries and the Supplier.

Place, date _____

Signature _____

Name and function _____

Place, date _____

Signature _____

Name and function _____