



# SUPPLIER CODE OF CONDUCT

## 供应商行为规范

PARAT GROUP

百瑞德集团



Dear ladies and gentlemen, / 尊敬的女士/先生

The greatest asset of any company is the trust placed in it by its employees and external business partners. In order to maintain this trust, correct and exemplary interaction with one another, as well as in public and with customers, suppliers and other third parties is necessary.

一个公司最宝贵的资产是员工及其商业合作伙伴所赋予的信任。为了维护这一信任，我们与客户、供应商及其他第三方之间的相互往来必须正当且符合规范。

Therefore, we have signed this "Supplier Code of Conduct" and established basic principles of conduct to adopt a responsible and legally compliant attitude to laws and other regulations.

因此我们在这一“供应商行为规范”中列明了一系列行为准则，以促进各方做到合法合规，增强法律意识。

Legally and ethically correct behavior should always be the basic of economic activities. We would like to encourage you to join us in our endeavor.

经济贸易发展的基础在于符合法律及道德规范。我们真诚地希望您与我们携手共进！



Neureichenau, 2022-01-13

**Frank Peters**

CEO

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## SCOPE / 适用范围

This "Supplier Code of Conduct" applies to all Suppliers of the PARAT Group. The guidelines set out below are binding and must be complied with. The PARAT Group also expects its suppliers to pass on these principles in their own supply chain and to insist on compliance.

此“供应商行为规范”适用于百瑞德集团所有供应商。供应商必须遵守下列行为准则，同时我们也希望我们的供应商能将这些行为准则转达给各自供应链中的所有企业，并要求各自的供应商都能按照这些要求行事。

## COMMITMENT / 郑重承诺

We expect our suppliers to make suitable and reasonable efforts to continuously implement and apply the principles and values described in this "Supplier Code of Conduct" and to remedy existing deficits as quickly as possible.

我们希望我们的供应商能够采取合理有效的措施，持续不断地践行此“供应商行为规范”中描述的原则与价值，如有缺陷，应尽早修正。

If PARAT discovers a deviation from the requirements of this Supplier Code of Conduct at a supplier, they reserve the right to take necessary steps.

如果百瑞德对照此“供应商行为规范”发现供应商的行为存在不符之处，我们保留采取必要措施的权利。

## COMMUNICATION / 沟通交流

We insist on compliance of this "Supplier Code of Conduct" along our entire value chain.

我们坚持要求整个价值链中所有的企业都要遵守此“供应商行为规范”。

**FAIR DEALING BETWEEN BUSINESS PARTNERS IS THE BASIS OF  
EVERY BUSINESS RELATIONSHIP! / 公平交易是商业合作的基石！**



We insist that our suppliers comply with the laws and regulations of the countries in which they operate.

我们坚持认为我们的供应商应遵守其所在国家的法律法规。

Our employees are encouraged to put their private interests aside from company interests in their everyday work. We ask our suppliers to observe and respect this in their daily business contract with us.

我们鼓励员工在日常工作中将公司利益置于个人利益之上。同时我们也要求我们的供应商在与百瑞德的业务往来中遵守并尊重这一点。

**REPORTING OF INFRINGEMENTS OF LAW (WHISTLE-BLOWING SYSTEM) /  
举报侵权行为（吹哨系统）**

In order to give our suppliers a fair opportunity to report legal violations in connection with the PARAT Group, we have instructed an external ombudsman to receive anonymous reports. You can find the contact details on our homepage [www.parat-kunststoff.com](http://www.parat-kunststoff.com).

为确保供应商在举报与百瑞德集团相关的违法行为时有一个公正的机会。我们特地委托了一个外部监察专员专门接收匿名举报信息。您可以在我们的官网 [www.parat-kunststoff.com](http://www.parat-kunststoff.com) 上找到监察专员的联系信息。

#### ANTI-TRUST LAW AND FAIR COMPETITION / 反垄断法与公平竞争

We pursue clean and recognized business practices and fair competition. We expect the same from our suppliers. PARAT does not tolerate any participation in agreements or any other behavior that contradicts German or European anti-trust law or that of any other state.

我们追求正直干净、受到认可的商业行为，追求公平竞争。我们也希望我们的供应商能有同样的认知。百瑞德绝不容忍参与任何违反德国或欧洲或其他任何国家的反垄断法协议或其他有关行为。

#### ANTI-CORRUPTION LAW / 反腐败法

We do not tolerate corruption and bribery in any of our companies or in any of our suppliers. We call on our suppliers to promote transparency, acting with integrity and responsible management and control in their companies.

我们绝不容忍百瑞德任何一家公司或者任何一家供应商有贪污腐败、行贿受贿等行为。我们呼吁我们的供应商在其企业内部推广公正透明、正直守信的行为准则，以及负责任的管理管控态度。

Our employees are required to accept and grant gifts and invitations only within the legally permissible limits. We ask our suppliers to respect this.

我们要求我们的员工只能接受或给与法律允许范围内的礼品或者宴请。我们希望我们的供应商能够尊重这一点。

#### PRODUCT LIABILITY AND PRODUCT SAFETY / 产品责任与产品安全

Quality and safety of our products is the basis of our business. We ensure along the entire value chain that we only deliver top quality products that meet the specific needs of our customers and consumers. We have the same expectation towards our suppliers.

产品的品质和安全是我们企业赖以生存的基础。通过整个价值链我们可以确保我们的客户和最终客户只会收到符合其要求的具有一流品质的产品。同样我们也希望我们的供应商可以做到这一点。



## CONFLICT MINERALS / 冲突矿产法

Suppliers are expected to observe the applicable legal requirements with regard to “conflict minerals”, in particular tin, tantalum, tungsten and gold as well as cobalt and mica from conflict areas, and to take appropriate measures in their company to ensure that these laws are complied with.

我们希望供应商能够遵守与“冲突矿产法”有关的法律要求，特别注意产自冲突地区的锡、钽、钨、金以及钴、云母等矿产，并在公司内部采取合适的措施确保此项法律要求得到遵守。

In addition, it is expected that the suppliers’ companies will have measures in place to prevent the use of raw materials that directly or indirectly finance armed groups that violate human rights (terrorist financing).

另外，我们希望相关供应商可以采取的措施，避免使用这些原材料，从而避免以直接或间接的方式资助违反人权的武装组织（资助恐怖主义）。

## ENVIRONMENTALLY CONSCIOUS AND SUSTAINABLE ACTING

AFFECTS US ALL! / 环境意识与可持续发展行为关乎全人类！



The protection of people and the environment affects each of us. We insist that our suppliers behave in an environmentally conscious and sustainable manner. The minimum requirements here are the applicable laws at the respective locations as well as internationally valid standards. If the valid provisions do not achieve a level of protection that ensures sustainable management, measures should be taken without the framework of that is economically justifiable.

对人类和环境的保护与我们每个人息息相关。我们坚定地要求所有供应商都要具有环境意识和可持续发展的理念。每个供应商应至少做到符合所在国家和地区的相关法律法规以及国际通行的标准。如适用的法规不能达到可确保可持续性管理的保护水平，应在经济可行的框架下采取相应的措施。

### SUSTAINABLE RESOURCE MANAGEMENT / 可持续性资源管理

We all bear responsibility for the sustainability of our locations and products. We also require our suppliers to deal with social, ecological and economic effects of their actions. We attach great importance to a respectful handling of natural resources and the environment, in particular to the ecological footprint and actively demand this from our suppliers.

企业与产品的可持续发展是我们所有人共同的责任。我们也要求我们的供应商能够处理好其行为带来的社会、生态及经济影响。我们认为尊重自然、合理地利用自然资源具有十分重要的意义，要特别关注生态足迹。我们也要求我们的供应商能与我们保持同步。



## WATER QUALITY AND CONSUMPTION / 水质及水资源耗用

The quality of water as a natural resource must be ensured responsibly. Sewage shall be reduced, reused and recycled as far as possible in order to protect the environment and to maintain or rather improve the overall water quality.

水作为一种自然资源，其品质必须得到保障。为保护环境、维持或提高水资源的整体品质，我们应尽可能地减少废水的产生并对废水进行循环再利用。

## AIR QUALITY / 空气质量

Improving air quality is another objective to be pursued. To this end, pollutant emissions are to be reduced along the entire supply chain. As a contribution to climate protection, our suppliers should also strive to continuously reduce greenhouse gas emissions, both in their own and in their immediate environment.

提高空气质量是我们追求的另一个目标。因此我们要减少整个供应链中的废气排放量。我们的供应商还要尽最大的努力减少自身及周围环境中的温室气体的排放量，为气候保护贡献一份力量。

## RESPONSIBLE CHEMICAL MANAGEMENT / 负责的化学品管理

We require our suppliers to encourage their employees to handle chemicals and hazardous substances responsibly. This also includes the professional disposal of these substances. Chemicals hazardous to the environment and health are continuously monitored, listed and, if possible, replaced by more environmentally friendly and healthier alternatives.

我们的供应商应要求其员工以谨慎负责的态度处理化学品或其他有害物质，用专业的方式处置这些物质。对环境或健康有害的化学物质应得到持续监管，维护好管理台账。如有可能，应采用更加环保健康的替代品。

## SUSTAINABLE RESOURCE MANAGEMENT AND WASTE REDUCTION / 可持续性资源管理及减少废弃物

The amount of waste generated must be kept as low as possible throughout the entire value chain. This goal is to be pursued in all areas, in the development, production, use and subsequent recycling of the products. We require our suppliers to actively develop concepts for reuse, recycling and the safe, environmentally friendly disposal of residual waste, chemicals and sewage.

应将整个价值链中产生的废物量降低到最低程度。为达到这一目标，研发、生产、使用及应用部门都应参与其中。我们要求我们的供应商也要积极地发展出一套环保安全的废弃物、化学品、废水循环再利用的方法。

## YOU ARE RESPONSIBLE FOR YOUR EMPLOYEES AROUND THE WORLD! / 要对你的全球员工负责！



The reputation of any company depends largely on the behavior of employees, but also on that of our suppliers.

一个公司的声誉在很大程度上依赖于这个公司员工的行为，也包括其供应商的行为。

We urge our suppliers to comply with and promote human rights in accordance with the UN Human Rights Charters. Discrimination and harassment should not be tolerated. Everyone must respect the personal dignity, privacy and personal rights of each individual.

我们强烈要求我们的供应商要遵守并推广联合国人权宪章的相关规定。绝不可容忍歧视或骚扰行为，尊重每个个体的尊严、隐私和个人权力。

### HEALTH & WORK SAFETY / 健康&职业安全

The guarantee of occupational safety and the avoidance of accidents and injuries have top priority. Our suppliers have to focus on the continuous improvement of work safety.

保障职业安全与健康、避免工伤事故是首要前提。我们的供应商要持续不断地致力于改善劳动安全状况。

### NO HARASSMENT OR DISCRIMINATION / 禁止骚扰或歧视

The employees are to be protected from physical, sexual, psychological, or verbal harassment and from intimidation or abuse.

我们要保护我们的员工不受骚扰，包括生理上、性别上、心理上或口头上的骚扰，不受恐吓或虐待。

Discriminatory acts must not be tolerated in any way. National or ethnic affiliation, gender or age as well as sexual orientation and political attitudes or other legal characteristics are to be accepted.

不得容忍任何形式的歧视行为，包括任何因种族、民族、性别、年龄、性取向或政见及其他合法特征所引起的歧视。

#### FREEDOM OF OPINION / 言论自由

The right to freedom of expression and freedom of opinion must be protected and guaranteed.

必须保护并保障言论自由。

#### COMPLIANCE WITH THE ILO CORE CONVENTIONS / 遵守 ILO（国际劳工组织）核心公约

Our suppliers are also required to adhere to the core conventions ILO 5. These concern the following criteria:

- The freedom of association, the fundamental right of all employees, trade unions and employee representatives to form or join is recognized
- Prohibition of child labor
- Prohibition of forced labor
- Promotion and, where possible, securing of equal pay for men and women for work and equal value
- Observance of workers' basic rights, as long as this is legally permitted and possible in the respective country
- Prohibition of discrimination. The ban refers in particular to the discrimination against employees on grounds of gender, race, disabilities, or due to their ethnic or cultural background, religion, ideology or sexual orientation.

我们的供应商还要遵守 ILO（国际劳工组织）的核心公约，主要有以下几点：

- 结社自由；承认所有员工成立或参与工会及员工代表大会的基本权力
- 禁止童工
- 禁止强迫劳动
- 推动或确保男女同工同酬
- 尊重各国法律规定的劳工的基本权利
- 禁止歧视。特别禁止针对员工性别、民族、生理缺陷或者由于员工的种族或文化背景、宗教、意识形态或性取向等产生的歧视

#### EQUAL OPPORTUNITIES / 机会平等

There must be equal opportunities between employees. For this, all relevant national laws on equal opportunities must be observed.

所有员工都拥有平等的机会。必须遵守各个国家关于机会平等的相关法律。

#### WORKING HOURS / 劳动时间

The legal requirements for working hours must be strictly adhered to. The legal requirements for break times must also be taken into account.

必须严格遵守关于劳动时间的相关法律规定，同时必须考虑法定的休息时间。

#### REMUNERATION AND SOCIAL BENEFITS / 劳动报酬及社会福利

The statutory and collective agreement regulations on remuneration and social benefits must be followed. The remuneration must be at least equal to the legally valid and guaranteed minimum and is intended to ensure an adequate standard of living for the employees and their families.

必须遵守国家法律及劳资协定中关于劳动报酬及社会福利的相关规定。员工的劳动报酬不得低于国家规定的最低工资标准，确保员工及其家庭能够保持适当的生活水准。

#### MODERN SLAVERY / 现代奴役制

Any kind of child, forced or compulsory labor must be strictly rejected. Slavery or human trafficking must not be supported. This must be controlled not only in your own company, but also along the supply chain.

严格禁止任何形式的童工、强迫劳动或义务劳动。不得支持奴隶制或人口贩卖。这种行为不仅要在您的公司进行管控，还需要扩大到整个供应链上的所有企业。

## HANDLE DATA AND INFORMATION RESPONSIBLY! / 以负责任的态度处理数据信息！



### PROTECTION OF COMPANY AND TRADE SECRETS / 保护企业及商业机密

Company and trade secrets must be kept confidential and must be protected from inspection by unauthorized third parties. This also applies to any other information that is expressly labeled “confidential” and that the company, its partners, and customers may not wish to disclose. Such information is not permitted to be passed to unauthorized persons without the appropriate approval.

必须严格保护企业的商业机密，避免透露给未经授权的第三方，这也同样适用于其他所有被标记为“机密”的信息，以及企业及其合作伙伴和客户不愿透露的任何信息。未经批准不可将此类机密信息传递给未经授权的人员。

### PRIVACY AND PROTECTION OF PERSONAL DATA / 保护隐私及个人信息

Personal data may neither be processed, disclosed, made available nor used in any other way without authorization. Members of staff are required to observe the rules on data protection and, in particular, to help actively ensure that personal data are reliably secured against unauthorized access. Our suppliers are also required to oblige their employees to do this.

未经授权不可处理、透露、公开或使用任何个人信息。所有员工都有义务遵守关于信息保护的相关规定、确保个人信息安全可靠，不被非法入侵。我们的供应商也要要求其员工遵守相关规定。