# Guideline for responsible procurement of raw materials at Kleinbongartz & Kaiser oHG

### Responsible procurement of raw materials

The suppliers of Kleinbongartz & Kaiser oHG support activities that ensure the responsible procurement of raw materials. The procurement and use of raw materials that have been obtained illegally or through ethically reprehensible or unreasonable measures must be avoided. The use of raw materials such as conflict minerals that are subject to embargoes or other import restrictions must be ruled out. Suppliers are therefore obliged to identify these raw materials in manufactured products in the supply chain and to disclose the origin of the sources of supply of the raw materials they use.

# Avoiding hazardous substances

Substances whose release poses a risk to people and the environment must be avoided. The suppliers of Kleinbongartz & Kaiser oHG maintain a hazardous substance management system that ensures safe use and transport as well as safe storage, reprocessing, reuse and disposal. Responsible chemicals management, which is based on the minimum principle, is practised by our suppliers.

# Environmentally friendly products

When developing products and services, the suppliers of Kleinbongartz & Kaiser oHG ensure that their use is economical in the consumption of energy and natural resources. The products should be suitable for reuse, recycling or safe disposal wherever possible.

The products supplied to Kleinbongartz & Kaiser oHG do not contain any substances of very high concern that fall under the REACH regulation. If necessary, affected ingredients must be reported to Kleinbongartz & Kaiser oHG in advance. Materials or purchased parts that do not comply with the RoHS requirements must be substituted by the supplier in consultation with Kleinbongartz & Kaiser oHG. If required, the supplier shall issue an EU declaration of conformity regarding compliance with the RoHS Directive.

#### Subcontractors

The suppliers of Kleinbongartz & Kaiser oHG are obliged to ensure that the regulations contained in this point are complied with by means of suitable contractual arrangements with their subcontractors.

### Management systems

Kleinbongartz & Kaiser oHG expects its suppliers to maintain management systems to ensure compliance with the principles set out in this sustainability policy.

Kleinbongartz & Kaiser oHG prefers suppliers who actively implement a quality management system according to DIN EN 9001, an environmental management system according to ISO14001, an information security management system according to ISO27001 or VDA TISAX, as well as OHSAS 18001 for occupational safety or equivalent systems.