



Global Code of Conduct



Our purpose

We are a global leader in application-oriented clamping and connecting solutions, committed to providing customers with reliable connections for mission critical applications. We have built our reputation based on over 75 years of experience. Our customers choose us because we are a global, long-term partner, working together with them to develop high-quality and innovative solutions.

Our Values



Global long-term perspective

We respect our family business heritage and conduct our business with a global, long term perspective

- Planning horizons, investments and management decision-making ensure long-term sustainability of the company
- Global presence allows for close proximity to our customers
- Global perspective means acting in the best interests of the company as a whole



Customers at the core

We focus all actions on our customers

- Serving our customers is our reason for being
- Our battleground is external – in our markets with competitors
- Customer orientation in living our values every day



Value people

We operate from a foundation of trust

- Trust in people; give them the freedom and responsibility to achieve results
- Encouragement to take on new responsibilities and support with investments in professional and personal development
- Cross-functional and cross-cultural cooperation and respect for individual and cultural differences



Pride in our quality

We have a zero-defect-mentality

- Quality mindset lived by all functions and regions
- Active and open approach, focused on preventing errors and making improvements
- Source of competitive advantage from our quality products, customer service, employees, teamwork, and underlying processes



Innovation

We embrace the spirit of our founder, with technological leadership and customers always at the forefront

- Focus on understanding and addressing current and future needs for products, processes and services
- Open culture where failure is acceptable as a way to learn from experiments and tests
- Empowerment to systematically adjust to changes and make value-added improvements

The code

At Oetiker, our values define who we are and how we act.

These values have been part of our DNA since our founding in 1942. The Oetiker Code of Conduct links our values with the accepted global standards for professional business conduct. The Code serves as a valuable reference that outlines the basic rules for decision-making and specifies what is in violation of legal, ethical and moral norms. It also serves as the foundation for detailed company policies and local rules.

Our Code applies to everyone.

We expect our employees, business partners, suppliers, and all stakeholders connected to our company to act in a way that is consistent with our values and with our Code. We choose to work with customers who also share the same ideals and principles. It is the personal responsibility of every Oetiker employee to comply and to hold third-parties accountable for compliance.

Communicating the Code of Conduct.

The global functional and legal entity leaders are responsible for communicating the Code of Conduct to their employees. It is also their responsibility to ensure that the Code of Conduct is understood and adhered to. As a company with operations in over 20 countries, there are local laws and other legal requirements that are more detailed than the standards set forth in our Code. We abide by all applicable local laws and by the acceptable behaviors stated in our Code. If you become aware of a conflict between our Code and other legal requirements, please report it through the Speak Up process.

Employees who violate the law, our Code or our policies will be subject to disciplinary action, including termination. Certain violations may have additional consequences, according to country-specific laws, such as fines, criminal prosecution and jail time. We expect everyone to do their part to protect our reputation and to act in the best interests of our company and customers.

Share your concerns. Speak Up!

We hold ourselves individually responsible to live by our values and our Code. We take action when we believe the law, our Code or our accompanying company policies have been violated. Employees have an obligation to speak up if they suspect misconduct or behavior that is inconsistent with our values and our Code.

There are many ways to share concerns. If you feel comfortable, discuss with a trusted member of the leadership team. If you prefer to file your report anonymously, visit the dedicated Intranet page. The information provided will be handled with discretion, investigated and responded to appropriately.

We do not tolerate retaliation.

We value your help in avoiding and uncovering possible misconduct. Honestly sharing a good-faith concern will not result in any sort of retaliation. We protect the rights of individuals who report concerns or participate in an investigation related to a violation of our Code, our policies or the law. Retaliation against an employee for reporting an issue in good faith is itself a violation of our Code. If you know or suspect that retaliation has occurred or is occurring, report it.



“We expect our employees, our business partners, including suppliers, and all stakeholders connected to our company to act in a way that is consistent with our values”

We value people

As part of our commitment to our employees, we care for their health and safety.

We maintain a safe and healthy workplace with a focus on preventing workplace injuries. Employees are responsible for being proactive and finding ways to make every part of the workplace safer: recognizing hazards, taking steps to correct them, making certain that safe working conditions exist and that safe operating practices are observed. If you observe an unsafe condition, you have an obligation to warn others and immediately report the condition to your manager or local workplace safety contact.



“We maintain a safe and healthy workplace with a focus on preventing workplace injuries.”

Offering feedback to colleagues if they are not working safely and accepting feedback when offered to you is part of being a constructive example for others to follow, and integral to valuing the safety of your coworkers and customers as we would our own families.

Oetiker is also committed to promoting the health and wellness of our employees. The influence of alcohol and drugs can affect employee performance, judgment and decision-making and pose health and safety risks in the workplace. That’s why we prohibit employees from working under the influence of these substances. We also encourage a healthy lifestyle, including avoiding tobacco use, eating healthy, engaging in physical activity and exercise, maintaining a healthy weight and managing stress.

Sometimes, medication prescribed to you by a doctor can affect your ability to do your job safely. Check with your doctor about any impact your prescription might have on your ability to perform your job safely and communicate any concerns to a member of the Human Resources team and your Supervisor.

We respect individual and cultural differences.

We foster a collaborative working environment that appreciates the individual contributions of each team member regardless of race, skin color, sexual orientation, gender identity or expression,

religion, national origin, age, disability, family status/pregnancy and genetic information. All employment decisions including hiring, performance appraisals, compensation, benefits, promotions and termination are based upon the qualifications, relevant experience, performance, particular job requirements and business needs.

We do not tolerate discrimination, harassment or bullying of any type. We protect against unlawful behaviors, threats and violent acts that create an offensive, hostile or intimidating work environment. Beyond safety and personal security, we support basic rights like fairness in wages, in working hours and in social benefits, free choice of employment, freedom of association and collective bargaining and prohibit forced or underage labor and human trafficking.

We provide opportunities for employees to take on responsibility and support their development.

Ensuring that everybody on our team is properly trained to perform their job and are offered professional development opportunities is just the minimum. We also actively support our employees to enhance the communities where we live and operate. We contribute to local programs and charitable causes based on the interests and involvement of our employees.

Innovation & leadership

Our innovative spirit dates back to our founder, Hans Oetiker.

His breakthrough innovation, the ear clamp, set us on the path towards technological leadership. Understanding and addressing current and future needs for products, processes and services is where we focus our innovation efforts.

Safeguards and security.

Due to the high level of sensitivity around innovation, we safeguard all confidential company information and assets such as pending patents, trademarks, copyrights, inventions, trade secrets, know-how and technology. Confidential information is defined as highly sensitive corporate information that, if disclosed, could put the company at financial, legal or reputational risk or jeopardize our competitive advantages. Examples include new product plans, business plans, detailed financial information, and strategic and technical business procedures and processes. All work results, regardless of whether they were developed by an individual or as a team are the property of Oetiker. The duty of care and confidentiality extends beyond employment. Confidential information can never be shared, brought to any new employer or disclosed elsewhere.

In turn, we uphold our customers' and business partners' intellectual property rights and will not knowingly violate the valid IP rights of third parties. We always compete fairly without hindering competition. We never make agreements that create an unfair advantage in the market, such as to fix prices, divide customers or prevent competitors from entering the market. We don't discuss competitively sensitive topics with competitors, such as price, contract terms or marketing plans. We understand that even casual conversations could be considered anti-competitive, so we are mindful about what we discuss with others, especially competitors. We expect the same consideration from our competitors, business partners and customers.



“Understanding and addressing current and future needs for products, processes and services is where we focus our innovation efforts.”

We actively secure the personal data of customers, employees and business partners.

We collect, process, store and submit personal data to support legitimate business purposes only. Employees who work with or have access to personal information must safeguard it. Sharing this information in ways that violate law or company policy is prohibited.

Critical to our technological leadership is how we take care of the tools and information used in our daily work. We handle our assets (physical assets, technology, company cars and information) with care and protect them from loss, theft, fraud, and misuse. Laptops and mobile devices are kept physically

and electronically secure. We apply good judgment when using electronic communications and social media, keeping in mind that our actions are linked to our reputation and working environment.

Global perspective

We conduct our business with a global, long term perspective.

Our more than 75-year old heritage as a family business has allowed the prioritization of the long-term sustainability of the company. We plan, invest and make decisions for the future rather than focus on maximizing short-term gains.

Protecting the environment is our corporate responsibility.

Our emphasis on long-term sustainability means we consider the environmental impact at every step of our product development and production process. We manage our environmental footprint by finding ways to reduce, reuse and recycle. We invest in renewable energy sources and in designing products that reduce or eliminate waste. We source raw materials in a responsible manner and reject ‘conflict minerals’ that have been extracted and traded in such a way that contributes to human rights abuses, severe environmental damage or funding for conflicts. We set environmental targets considering the complete value chain, from idea to receipt of customer payment, and measure our progress to continuously improve our performance.

We uphold ethical standards.

We refrain from engaging, directly or indirectly, in any form of corruption or bribery and have zero tolerance for such behavior. We do not accept or offer gifts — in any form including money, trips, jobs, orders or favors — in exchange for favorable treatment e.g. to improperly influence a business decision or obtain a business advantage.

We avoid all conflicts of interest that may adversely influence the ability to make objective decisions on behalf of Oetiker. Conflicts of interest may arise as a result of family or close personal relationships, outside work and activities, personal financial investments or opportunities for personal benefit or gains.

We are vigilant against criminal money laundering. We employ good judgment and pay close attention, especially when a transaction involves cash payments. We know our customers and conduct business with reputable third parties engaged in legitimate business activities.

We maintain books and records that accurately reflect our business and financial situation.

We record transactions honestly and ensure that our records are accurate, complete and contain sufficient detail. Our records are securely maintained at all times to avoid any unauthorized use or alteration, disclosure, damage or loss. All records are kept in accordance with applicable record retention requirements.



“We set environmental targets considering the complete value chain, from idea to receipt of customer payment.”

Resource Summary

The Oetiker Code of Conduct (OEGR-G-0001) is controlled as part of the Oetiker management system. Other tools available to employees include Group policies and other applicable local and departmental procedures, which provide more detailed information regarding the topics discussed in the Code.

When presented with a difficult situation or choice, your Manager, a member of the Management Team or Human Resources are always available for consultation.

Oetiker does not tolerate any form of retaliation for raising an issue or concern in good faith.

Change History

This Code was reviewed and approved by the Executive Board on 1 July 2020 in its initial release. The Code is reviewed every other year or as needed.

The Chief Executive Officer is responsible for ensuring that the Code is published and reviewed on a regular basis. Executive Board members, Legal Entity Managers and Functional Area managers are responsible for ensuring that the Code is available, communicated and adhered to by all employees.

This Code shall not be construed as an employment contract and does not give anyone any right to continued employment.