

Directive

Quality, Environmental and Safety Policy

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Quality Policy

The aim of the Quality Policy is to offer and deliver products that conform to their specification and are free of defects at a fair price to our customers. Quality Assurance is part of the job of every single member of staff. The people responsible for the processes have a duty to deliver the management system at every level and to improve it continuously. Every employee has a duty to instigate the necessary corrective actions in the event of any deviation from the specified status or quality. We regard adherence to all the statutory requirements including ISO 9001:2015 and ISO 14001:2015 as a matter of course.

- In order to achieve our goals, we operate an effective and efficient management system that meets our own needs as well as those of our customers.
- By describing our development and process organisation, we specify unambiguously who is to deliver quality assurance tasks when and how.
- We ensure that the customer's requirements are fulfilled in the best possible way by consciously getting to know our customers and their problems, by purposefully working out what they require of products and by providing our professional advice.
- By selecting suitable materials and choosing and supporting our suppliers carefully, we ensure that the necessary quality of procurement can be realised at the optimum cost and the right time.
- By careful staff selection, the application of modern manufacturing processes and production equipment and the use of systematic procedures for production planning and process monitoring, we ensure that the required manufacturing quality is achieved efficiently and on time.
- We limit the quality risks associated with the application of new technologies and procedures to a minimum by using the appropriate measures.
- We communicate and support an awareness of quality in our employees through information, training, and instruction. We encourage our employees to work and act with an awareness of both quality and cost.
- We are convinced that the quality of execution achieved by each employee contributes directly to the quality of the product. Personal attention and careful action help mistakes to be avoided, recognised at an early stage and removed, or to be corrected by instigating improvement measures.
- We consciously embed the responsibility for quality in the functions undertaking the work.
- We focus our quality assurance efforts on avoiding mistakes, with the aim of achieving "zero faults", rather than on finding faults by carrying out checks.

By carrying out regular checks on our management system, we ensure that it is being followed, that it remains efficient and that any changes will be accommodated.

Environmental Policy

We are conscious that global resources are limited and that the stress upon our ecosystem continues to grow. Our most important aim is to manage the business in an environmentally oriented way. In our choice of the materials and resources we use, we are guided by the sustainability of the products.

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Whenever possible, we only use those materials and products that can be disposed of in a way that is kind to the environment. We therefore promote the following policy within the company:

- We adhere to the relevant environmental laws, directives and other requirements and take all the necessary measures to do so.
- During the development stage for our products and during the manufacturing processes, we evaluate the effects on the environment. Natural resources are used sparingly.
- We back up our environmental policy by using a suitable environmental management system (*in accordance with ISO-14001*).
- Our employees' contribution to enabling our environmental policy to be put into practice is crucial. We support our workforce with information and training.
- We use a permanent, continuous improvement process to raise the environmental quality.
- We give preference to suppliers who trade in accordance with ecological principles.
- We work in cooperation with the responsible authorities and operate an open information policy towards the outside world, including on matters relating to our environmental activities and results.

Safety Policy

The Safety Policy establishes the operating principles and the focus of the safety management system. It is the specific expression of the attitude to risk and describes a commitment by the management of the company. We promote our employees' sense of responsibility for health and safety through the provision of targeted information and training. We regard adherence to all the statutory requirements, the ISO 45001 standard and the directives of SUVA and the other insurance companies for the minimisation of all possible risks as a matter of course.

- We ensure safe, low risk working by employing defined processes and procedures; in the event of any accidents or incidents, we are also ready to minimise the effects as much as possible.
- We monitor and examine our processes and procedures constantly, with the aim of improving continuously and minimising our risks.
- All employees have the right and the obligation to promote and optimise safety and health protection at work.
- We comply with the relevant laws, regulations, and other requirements regarding OH&S. We take all necessary measures to achieve this.
- We work together with the responsible authorities and interested parties and pursue an open externally information policy.

This document is openly accessible in accordance with ISO 14001.