



**CHAMPIGNON  
HOFMEISTER**  
FAMILY-OWNED SINCE 1908

## Supplier Code of Conduct

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Version dated July 2025



## *Supplier Code of Conduct*

# of the Champignon-Hofmeister family business

## *1. Introduction*

The fundamental principle guiding the actions of the Champignon-Hofmeister family business is sustainable, socially responsible and lawful entrepreneurial conduct that protects natural resources. This principle applies both within our own company and in our relationships with our business partners. The suppliers of the Champignon-Hofmeister family business are therefore also required to adhere to these basic principles. This Code of Conduct, along with our Policy Statement, describes the minimum requirements that suppliers must observe to comply with these fundamental principles, set standards and fulfil the legal provisions stipulated in the Supply Chain Due Diligence Act (LkSG), and international agreements on human rights and labour standards.

The condition for a successful cooperation with us is that our suppliers comply with the national laws applicable to them and that they implement and observe this Code of Conduct. Compliance with the Code of Conduct is binding for the duration of the contractual relationship.

We consider the following international guidelines, agreements and principles to be minimum standards:

- International Bill of Human Rights
- UN Guiding Principles on Business and Human Rights
- UN Convention on the Rights of the Child
- UN Convention on Women's Rights
- OECD Guidelines for Multinational Enterprises
- Core labour standards of the International Labour Organization (ILO)

- Paris Agreement on climate change
- Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal
- Stockholm Convention on Persistent Organic Pollutants
- Minamata Convention on Mercury
- The Ten Principles of the UN Global Compact (UNGC)
- OECD Due Diligence Guidance for Promoting Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas

## *2. Sozial- und Arbeitsbedingungen*

### ***Child labour***

Any form of child labour is strictly prohibited. The minimum age for employment must be above the age at which compulsory schooling ends and must not be below 15 years. Exceptions are only permissible if national law permit this in accordance with the provisions of the ILO convention 138. In addition, special protective rights in accordance with ILO conventions 182 and 183 must be guaranteed until the age of 18.

### ***Exploitation***

We uphold an uncompromising rejection of exploitation. By this we refer to the exploitation of labour without adequate remuneration or under unreasonable working conditions. Suppliers must eliminate exploitation both in their own companies and within their supply chains. They must promote fair working conditions and guarantee that their emp-



Employees receive remuneration that is customary in and appropriate for the country. Furthermore, the submission of false or misleading information about living and working conditions is prohibited.

### **Remuneration and payment**

The supplier shall ensure that wages and benefits are in accordance with the relevant ILO conventions (e.g. nos. 1, 14, 26 and 131), including provisions on minimum wages, and are in line with local industry and market standards. The supplier guarantees that the payment of wages is not subject to conditions or agreements that are not specified in the employment contract. Under no circumstances should employees be required to pay any costs associated with their recruitment. The use of misleading or fraudulent methods in personnel recruitment is strictly prohibited.

The employment contract must be in writing and should clearly set out the rights and obligations arising from such employment in language that the employee can understand. The employer is not entitled to retain the identity documents of employees.

### **Working hours**

The applicable laws and industry standards regarding working hours must be observed. In particular, overtime is voluntary, is remunerated at a higher rate and may not exceed 12 hours per week. In addition, weekly working hours may not exceed 48 hours. A day off must be granted after no more than six consecutive working days.

### **Freedom of association and freedom of assembly**

The supplier recognises the right of employees to freedom of association, collective bargaining and the rights arising within the legally permissible framework. In this context, the supplier also guarantees that employees will not suffer any disadvantages when asserting such rights.

### **Prohibition on discrimination**

Unequal treatment must not occur on the basis of national or ethnic origin, social status, sexual orientation, religion or worldview, age, gender or other non-objective reasons. Similarly, no persons may

be discriminated against on the grounds of illness, disability or pregnancy. This applies to all aspects of the employment relationship, in particular the recruitment, training, remuneration and promotion of employees. The personal dignity, privacy and personal rights of every individual must be upheld and respected at all times.

### **Occupational health and safety legislation**

The supplier must comply with all the applicable health and safety laws and will review all activities and processes with respect to potential hazards. The supplier shall implement an appropriate management system in accordance with ISO 45001 (or equivalent) to minimise accidents at work and potential hazards for employees and shall create a healthy and clean working environment.

The following minimum safety requirements for a safe workplace must be observed:

- Adequate ventilation and temperature control in the workplace.
- The provision of drinking water and adequate sanitation facilities.
- Sufficient escape routes must be declared.
- Hazards in the workplace must be identified through risk assessments.
- Employees must be instructed on potential hazards and safety in the workplace upon hiring, when their duties change, and when any new technologies and work equipment are introduced.
- Any sources of danger or hazards that become known must be eliminated. Access to first aid and protective clothing must be ensured at the start of work.
- Employee workplaces must be designed ergonomically.
- The maximum working hours and rest periods must be observed.

### **Land rights and livelihoods of local communities and indigenous peoples**

The supplier must respect the applicable international and local regulations for the protection of land, forests and water if these affect the livelihoods of third parties. Evictions and the unlawful seizure of forests and water bodies are prohibited in accordance with the applicable laws. Moreover, sup-



pliers must ensure that any business activities have no harmful effects on soil, water, air, noise emissions or water consumption that could jeopardise natural resources for food production. The health of third parties must not be impaired, nor must their access to clean drinking water or sanitary facilities be restricted.

### ***Use of security forces***

It is prohibited to hire or use private or public security forces to protect a company project if the supplier cannot guarantee that, due to a lack of training and control, the deployment of such forces will not result in violations of the following fundamental prohibitions:

- The prohibition of torture and cruel, inhuman or degrading treatment
- The prohibition of the violation of life or body, including sexual self-determination
- The prohibition of restrictions on freedom of association and coalition.

### ***Responsibility to respect human rights***

Furthermore, any actions that violate a core ILO labour standard or a human right listed in the UN International Covenant on Economic, Social and Cultural Rights in a manifestly unlawful manner are prohibited.

## ***3. Environmental protection and quality***

### ***Improvement in the utilisation of resources***

In line with its corporate policy, the Champignon-Hofmeister Group is committed to energy efficiency and environmental protection and, in this context, the group is certified in accordance with DIN EN ISO 50001 and, in part, DIN EN 14001, among others. We also expect our suppliers to contribute to energy conservation, to improve environmental performance and to comply with all the relevant national environmental protection regulations and laws. Suppliers should also organise their activities in such a way to conserve resources, including water and energy, to minimise environmental risks and to

reduce any environmental impact. In addition, the supplier shall use an appropriate management system to monitor environmental protection and shall work towards compliance with the relevant requirements within its supply chain.

### ***Handling of waste and hazardous substances***

Our company is committed to reducing and avoiding waste, mercury and persistent organic pollutants pursuant to the EU climate targets. Any waste produced must be identified and disposed of separately in accordance with the respective regulations. Where possible, waste in the production process should be minimised, and production processes are regularly reviewed for this reason. The supplier shall comply with the ban on the export of chemicals and other materials hazardous to health as stipulated in the Basel Convention of 22 March 1989. Moreover, the supplier shall comply with the mercury ban in accordance with the Minamata Convention of 10 October 2013 and the ban on persistent organic pollutants in accordance with the Stockholm Convention of 23 May 2001 and shall minimise the use of such.

### ***Deforestation***

We expect the corresponding raw materials and products not to be derived from deforestation in accordance with the EUDR (European Union Deforestation Regulation).

Reference is made in this respect to EU Regulation no. 1115/2023.

### ***Climate protection***

Suppliers should pursue climate protection targets agreed at the UN Climate Change Conference in Paris. This also includes the 1.5-degree target set by the Intergovernmental Panel on Climate Change (IPCC).

### ***Animal welfare and food law requirements***

As a milk processing company, we are committed to animal welfare. Our suppliers are therefore obliged to comply with all the applicable animal protection and animal welfare regulations. Furthermore, they are expected to take active measures to ensure that the living conditions of the animals are as species-appropriate as possible.



The supplier shall also comply with all the relevant requirements under the respective quality and food legislation. The supplier shall immediately notify the Champignon-Hofmeister Group should any irregularities arise in this regard.

## 4. Compliance and integrity

### ***Antitrust and competition law***

The supplier is committed to a policy of fair competition. Suppliers must observe any legislation that protects competition, in particular antitrust law and other laws regulating competition. The supplier must refrain from any unlawful agreements on prices or other conditions, sales territories or customers and from any abuse of its strong position in the market.

### ***Corruption and bribery***

The supplier must comply with the respective anti-corruption standards, particularly regarding payments, bribes or other benefits granted to influence decisions. Conflicts of interest in business relationships with the Champignon-Hofmeister family business or third parties, and any situations that could give rise to the appearance of a conflict of interest, must be avoided.

### ***Confidentiality, data protection and information security***

Suppliers must treat all commercial and other data as business correspondence with the Champignon-Hofmeister family business in strict confidence and shall observe the relevant regulations. The data we provide and process represents a significant value for our company. All suppliers shall take the appropriate security measures and inform the affected parties promptly of any cyber attacks to protect this data from cyber risks such as destruction, theft, unauthorised access, unauthorised disclosure or other misuse. The supplier must comply with the current provisions of EU Regulation 2016/679 (GDPR) when processing or collecting personal data.

### ***Foreign trade law and money laundering***

Our suppliers shall observe all the relevant economic sanctions and comply with all foreign trade restrictions. Transactions with individuals, companies or organisations associated with terrorism or drug trafficking, or whose funds originate from criminal activities, will not be tolerated.

In this context, we refer to Chapter 7 of the OECD Guidelines for Multinational Enterprises.

## 5. Implementation and compliance with the Supplier Code of Conduct

The Champignon-Hofmeister family business considers this Code of Conduct as an integral part of our contractual agreements with our suppliers. The suppliers shall ensure the implementation of and compliance with our Code of Conduct. We view it as the duty of our suppliers to circulate these regulations to all its business partners whose services they use and commission with respect to their services and activities for the Champignon-Hofmeister family business and to work towards compliance with such regulations.

### ***Information within the scope of risk analysis***

We will conduct an analysis of human rights and environmental risks at least once annually, both in our own business sector and among our direct suppliers. Suppliers shall therefore provide us with the best possible support in this respect and, upon request, shall provide all the information required to carry out the risk analysis.

### ***Preventive and remedial measures within the supplier's sphere of influence***

If, as part of its risk analysis, the Group identifies risks within the supplier's business activities, the supplier shall take appropriate risk-related preventive measures upon request.



The effectiveness of the preventive measures must be reviewed once annually and on an ad hoc basis in the event of significant changes or increases in the risk situation, in which case the above obligations shall again apply. If, on the other hand, the supplier identifies a risk, it shall take the appropriate preventive measures independently and without being requested to do so.

If the supplier determines that human or environmental protection interests are at risk of being violated or are being violated, they must report this circumstance to us. The contact details below are available for this purpose. Furthermore, the supplier is obliged to take appropriate remedial measures without delay to prevent or stop the infringement or to minimise its extent. The effectiveness of the measures will be reviewed by the supplier as required or one year later. If further action is required after the review, the appropriate remedial measures must be taken.

Suppliers shall permit us to inspect the relevant documentation and, upon request, shall provide us with information about the remedial measures taken insofar as this is compatible with the relevant data protection regulations. The contracting parties agree that any failure to report violations constitutes a serious breach of the terms of the contract.

### ***Obligations within the supplier's supply chain***

If the risks or violations fall within the area of responsibility of a direct supplier of the supplier, the appropriate preventive and remedial measures must also be taken in this case and, if necessary, the contractual relationship will be terminated after a reasonable period in the event of non-compliance.

### ***Reporting and handling of breaches of compliance***

Violations of laws, guidelines and other regulations must be identified in good time to avoid damage to the Champignon-Hofmeister family business and our business partners and to ensure a fair and trusting cooperation. If our suppliers become aware of a violation of this Code of Conduct, they must immediately report it to the Champignon-

Hofmeister family business. They shall cooperate in any subsequent investigative measures.

The Champignon-Hofmeister family business has facilitated the opportunity for suppliers to submit reports, also anonymously, via the electronic supplier complaint system. This electronic system will be managed by an independent compliance service provider. Any complaints submitted will be treated confidentially so that they cannot be traced back to individuals. As part of the complaints procedure, the Champignon-Hofmeister family business will not tolerate the intimidation of employees to obstruct or withdraw complaints. Nor do we tolerate any retaliatory measures against persons who use the complaints procedure.

Should the supplier suspect a violation of the Code of Conduct of the Champignon-Hofmeister family business and/or the applicable laws, the supplier will provide clarification or cooperate with the Champignon-Hofmeister family business in its efforts to clarify the matter. Potential responses to any violations detected (not exhaustive) include requests to remedy the violation, claims for damages and even the termination of the contract. The Champignon-Hofmeister family business reserves the right to terminate the business relationship in accordance with the contractual and legal provisions in the event of a serious breach of this Code of Conduct.

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Contact: [beschwerde@duechslegal.de](mailto:beschwerde@duechslegal.de)



## 6. Declaration of consent from the supplier

As a supplier to the Champignon-Hofmeister family business, we hereby confirm that we acknowledge the principles and requirements set out in this CoC and undertake to comply with them. We will also communicate the contents of this CoC to our employees, agents and subcontractors in an understandable form and will take all the necessary measures to implement the requirements arising from such. Moreover, we agree that on-site audits to verify compliance with the Code will be conducted at our business premises during normal business hours and after reasonable prior notice, once annually or as required.

This confirmation supplements the existing delivery or service contracts between us and the Champignon-Hofmeister family business and is considered an integral part of these contracts. Insofar as provisions of this CoC conflict with those of other valid contracts between us and the Champignon-Hofmeister family business, the provisions of the CoC shall take precedence. All other provisions of any existing contracts remain unchanged and will continue to apply.

Supplier company \_\_\_\_\_

Address \_\_\_\_\_

Country \_\_\_\_\_

Name of signatory\* \_\_\_\_\_

\*The undersigned is authorised to represent the supplier in a legally binding manner.

[Place], [date] \_\_\_\_\_

Signature\* and stamp