



information about the RP GROUP, our products, our customers or business partners via staff authorised to do so.

Anyone within the RP GROUP who is not responsible for communications and talks about issues that may affect the RP GROUP or our business partners in a public discussion or social media, should make it clear that he or she is acting as a private individual. This is usually done through the use of private accounts, e-mail addresses etc. The content must be such that it cannot give the impression that the RP GROUP shares the stated opinion. The employee should not speak out against the interests of the RP GROUP and its business partners. While individuals have a protected freedom of expression, their duty to consideration and loyalty to their employer and their employer's business relations as laid down in their employment contract must be ensured.

Please note that people say things informally and spontaneously in e-mails and on social media, but the content is retained and visible to the recipient and/or online for a long time.

15. Long-term environmental protection and tackling climate change

Long-term environmental protection and tackling climate change are amongst our most important goals.

Both when developing new products and services and when supporting existing customers, we ensure that all resultant impacts on the environment and climate are minimised as far as possible and that our products positively help our customers to protect the environment and tackle climate change.

16. Consequences of violating this code of conduct

Violating these rules may result in significant losses of reputation and legal disadvantages for the employees in question, their colleagues and the RP GROUP. This may extend to fines, prosecution or restrictions on official permits. In most cases, such misconduct will also be a breach of duty under employment law and may result in corresponding sanctions.

17. Summary

We want this **Code of Conduct** and the values, rules and standards on which it is based to be actively and openly communicated. Given their function as role models, our management must be gauged against this **Code of Conduct**. Management ensure that all staff are aware of, understand and apply the **Code of Conduct** and are the first port of call should staff have any issues understanding or interpreting individual rules. Across the entire company, we support trusting and good collaboration between staff and managers. This is demonstrated through open sharing of information, honest dealings with one another and mutual support.