

## **Annex 05**

# **Supplier Code of Conduct**

**We expect from you  
what we expect from ourselves.**

# Table of Content

<b>1 Foreword .....</b>	<b>1</b>
<b>2 Scope of Application .....</b>	<b>1</b>
<b>3 Principles .....</b>	<b>1</b>
3.1 Business Compliance .....	1
3.1.1 Prevention of Corruption.....	1
3.1.2 Consultants and Intermediaries .....	2
3.1.3 Gifts and Similar Non-Cash Benefits.....	2
3.1.4 Donations und Sponsoring .....	2
3.1.5 Fair Competition .....	2
3.1.6 Intellectual Property Rights and Trade Secrets .....	2
3.1.7 Data Protection, Data Security and Privacy .....	3
3.1.8 Trade, Sanctions and Export control.....	3
3.1.9 Money Laundering and Financing Terrorism .....	3
3.1.10 Conflicts of Interest.....	3
3.1.11 Capital Market Compliance (esp. Insider Information) .....	3
3.2 Human Rights.....	4
3.3 Working Conditions and Social Responsibility .....	4
3.3.1 Freedom of Association .....	4
3.3.2 Prohibition of Slavery and Human Trafficking .....	4
3.3.3 Prohibition of Child Labour .....	4
3.3.4 Principle of non-Diskrimination .....	4
3.3.5 Occupational Health and Safety .....	5
3.3.6 Fair working hours .....	5
3.3.7 Fair pay and social benefits.....	5
3.3.8 Land use and local communities .....	5
3.3.9 Consumers and end users.....	5
3.4 Environment.....	5
3.4.1 Climate protection .....	6
3.4.2 Circular economy.....	6
3.4.3 Environmental protection and biodiversity .....	6
3.5 Responsible procurement .....	6
<b>4 Whistleblower System .....</b>	<b>6</b>
<b>5 Compliance with the Supplier Code of Conduct .....</b>	<b>7</b>
5.1 Expectations and Requirements .....	7
5.2 Breaches and Consequences.....	7

# 1 Foreword

STRABAG is a European technology group for construction services operating worldwide. As such, STRABAG is fully committed to the ten principles of the United Nations Global Compact. It is a major concern for STRABAG to comply with these fundamental principles in the areas of "human rights", "working conditions", "environment" and "prevention of corruption" and see its suppliers and subcontractors also comply with these principles. STRABAG's suppliers and subcontractors not only contribute to economic success. With their actions and behaviour, they also have a significant influence on STRABAG's reputation among all its stakeholders. Taking into account the principles of the United Nations Global Compact, the STRABAG Supplier Code of Conduct therefore summarises the principles which, for STRABAG, form the basic framework around its business activities in the areas of

- business compliance,
- human rights,
- working conditions and social responsibility,
- environment

and which STRABAG also expects its suppliers and subcontractors to comply with.

## 2 Scope of Application

The STRABAG Supplier Code of Conduct applies to all suppliers and subcontractors (including their executive bodies, employees, representatives and subcontractors) of STRABAG. STRABAG's suppliers and subcontractors are required to implement or have implemented the principles corresponding to and resulting from this Code with appropriate care and to disseminate the guidelines resulting from those principles among their employees and subcontractors. These are also expected to adhere to those principles.

## 3 Principles

### 3.1 Business Compliance

STRABAG expects its suppliers and subcontractors to comply with all national and applicable international laws.

If there are differences between the provisions of this Code of Conduct and the respective national/international laws, the supplier or the subcontractor must inform STRABAG immediately. In such cases, suppliers and subcontractors are obliged to comply with the stricter requirements.

#### 3.1.1 Prevention of Corruption

STRABAG rejects any form of unlawful behaviour and expects its suppliers and subcontractors to take precautions against corruption, bribery and extortion.

STRABAG expects its suppliers and subcontractors not to grant or promise any impermissible benefits to third parties, nor to demand, allow to be promised or accept such benefits in business transactions.

STRABAG's suppliers and subcontractors will under no circumstance unlawfully offer or accept material or immaterial benefits to or from public officials or persons comparable to them (politically exposed persons, relatives of public officials, companies owned by public officials etc.).

### **3.1.2 Consultants and Intermediaries**

In addition to other points of this code, special care must be taken when hiring consultants and intermediaries to ensure that such business relations are not misused to grant undue benefits to third parties, especially public officials.

### **3.1.3 Gifts and Similar Non-Cash Benefits**

It must be assumed that gifts are intended to influence the decisions of the beneficiary to the advantage of the gift-giver. The acceptance of gifts or benefits influences the decision-making ability of the person receiving them.

STRABAG therefore rejects the acceptance, granting or promise of gifts as a matter of principle and expects the same from its suppliers and subcontractors.

The same applies to other non-cash benefits (e.g. invitations to events, holidays etc.) if these are suited to influence a decision to be made by the beneficiary.

This does not apply to low-value gifts such as low-value promotional items<sup>1</sup> or coffee, provided there is no appearance of undue influence.

### **3.1.4 Donations und Sponsoring**

Donations and sponsoring must not be misused to circumvent the provisions on corruption.

Donations and other benefits to persons, groups or organisations, including political parties, must not be made in return for undue advantages and are always only permitted in compliance with all relevant laws. Business partners will not make donations or other contributions to persons in the name of a Group company or STRABAG employees.

### **3.1.5 Fair Competition**

STRABAG expects that its suppliers' and subcontractors' conduct will be in line with the rules of open competition and the applicable antitrust regulations.

Anti-competitive agreements with competitors ("horizontal cartels"), the unlawful tying of suppliers and subcontractors ("vertical cartels") and the abuse of dominant market positions are prohibited.

In particular, STRABAG expects its suppliers and subcontractors not to participate in pricing agreements, bid rigging, the partitioning of markets or customers/clients, in agreements that prohibit the poaching or even the hiring of employees of a counterparty (non-solicitation agreements; "no poach"), where such "no poach" agreements are not rectified by anti-trust neutral purposes.

### **3.1.6 Intellectual Property Rights and Trade Secrets**

STRABAG requires its suppliers and subcontractors to respect the intellectual property rights and trade secrets of third parties and to protect the intellectual property rights, trade secrets of STRABAG and STRABAG customers, of which they, as suppliers and subcontractors, may become aware of during the performance of the contract. This implies taking appropriate technical and

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<sup>1</sup> Low-value promotional items include items such as pens, calendars, notepads, etc., which are primarily used for advertising or brand promotion.

documental measures to avoid unintentional disclosure of intellectual property or trade secrets by suppliers and subcontractors and business partners who need access to the aforementioned information to fulfil their supplies and works to STRABAG.

### **3.1.7 Data Protection, Data Security and Privacy**

STRABAG is committed to actively complying with data protection regulations. Suppliers and subcontractors must comply with the legal framework governing data protection that must be carried out in compliance with all applicable standards.

Supplier and subcontractor will comply with all laws and regulations concerning data security and privacy, and will protect and safeguard data provided by STRABAG, which may include private and sensitive personal information. STRABAG expects its suppliers and subcontractors to respect the privacy of their employees' and business partners' personal data and to collect and retain personal data only as required to operate efficiently and as permitted by law. STRABAG suppliers and subcontractors should handle personal data with care and protect such information to ensure it is not lost, misused, accessed without authorization, disclosed, altered or destroyed.

### **3.1.8 Trade, Sanctions and Export control**

STRABAG requires its suppliers and subcontractors to comply with export control laws and trade sanctions or other sanctions prohibitions, in particular sanctions regulations of the EU, the UN and other countries where applicable]. If necessary, the supplier shall obtain the required export licences and/or support STRABAG in obtaining export licences. Customers and stakeholders of STRABAG as well as public authorities expect STRABAG to comply with sanctions regulations and international trade laws.

### **3.1.9 Money Laundering and Financing Terrorism**

STRABAG only works with suppliers and subcontractors whose business activities are within the scope of legal requirements and whose financial resources are legitimate in origin. Likewise, STRABAG expects its suppliers and subcontractors not to work with business partners who directly or indirectly support money laundering or financing of terrorism and to implement suitable measures of caution to ensure that no infringement of money laundering is being committed, including through negligence.

### **3.1.10 Conflicts of Interest**

All suppliers and subcontractors and their employees are called upon to avoid situations in which their personal, family, political or financial interests could negatively influence their business relations with STRABAG. Any conflict of interest, or even a suspicion of such a conflict, must be reported to Strabag immediately.

### **3.1.11 Capital Market Compliance (esp. Insider Information)**

STRABAG SE is a publicly traded company on the Vienna Stock Exchange. While working with STRABAG, suppliers and subcontractors may have access to non-public information about STRABAG SE and its affiliated companies or subsidiaries as well as business partners. If such non-public information about STRABAG SE or its business partners would be considered by a reasonable investor in deciding whether to buy, sell or hold stock of these companies, it is considered to be material non-public (or "inside") information. The purchase or sale of securities, such as shares or options, based at least in part on inside information is a violation of securities

laws and is strictly prohibited. Suppliers of subcontractors must observe these restrictions and contact STRABAG in case of doubt and/or suspicion.

## **3.2 Human Rights**

STRABAG expects its suppliers and subcontractors to recognise the Universal Declaration of Human Rights of the United Nations. The dignity of people is a valuable asset for STRABAG. Suppliers and subcontractors must ensure that they treat people with dignity and are neither involved in nor facilitate human rights violations. STRABAG expects humane treatment; practices such as sexual harassment and abuse, corporal punishment and disciplinary measures as well as psychological and physical coercion are prohibited. This also applies to the deployment of security forces to protect the company or the corporate project.

## **3.3 Working Conditions and Social Responsibility**

STRABAG respects the fundamental principles of the ILO (International Labour Organisation) and expects the same from its suppliers and subcontractors. If there are differences between the ILO core labour standards (referred to below) and the respective national/international laws, suppliers and subcontractors are obliged to comply with the stricter requirements.

### **3.3.1 Freedom of Association**

STRABAG respects the principle of freedom of association and free participation in trade unions and works councils in accordance with local legislation and expects the same from its suppliers and subcontractors (according to ILO convention No. 87 and 98). STRABAG expects that the freedom of association will be respected, and that collective bargaining will not be impaired.

### **3.3.2 Prohibition of Slavery and Human Trafficking**

Contempt for human dignity and exploitation of people in any form is prohibited. In particular, STRABAG's suppliers and subcontractors are strictly prohibited from any involvement in forced labour, compulsory labour or human trafficking (in accordance with ILO Conventions No. 29 and 105). This includes, for example, the transport, harbouring, recruitment, transfer or receipt of persons by means of force, threat, coercion, abduction or fraud in order to provide labour or other services.

### **3.3.3 Prohibition of Child Labour**

STRABAG's suppliers and subcontractors fully comply with the prohibition of child labour (in accordance with ILO Conventions No. 138 and 182). The minimum age for employment is no less than the age at which compulsory schooling ends and in no case less than 15 years. Exceptions are only permitted if the employees have reached the age of 14 and the employment is part of a recognised education or training programme. STRABAG expects its suppliers and subcontractors to ensure that the work performed by young employees (under the age of 18) is not mentally, physically, socially or morally dangerous or harmful to them.

### **3.3.4 Principle of non-Discrimination**

STRABAG is committed to diversity, equal treatment and inclusion. STRABAG's suppliers and subcontractors are committed to creating a working environment for their employees that is free from discrimination, harassment or reprisals. Employees must be treated with respect and dignity. Discrimination of any kind is not permitted, be it on the basis of gender, ethnic and social origin, skin colour, language, disability, religion, age, pregnancy and childbirth, sexual

orientation, political conviction, as long as this is not itself classified as unlawful, or trade union membership (in accordance with ILO Convention No. 111). STRABAG requires its suppliers and subcontractors to ensure a fair and transparent recruitment process and equal pay for all employees, regardless of gender, for work of equal value (in accordance with ILO Convention No. 100).

### **3.3.5 Occupational Health and Safety**

STRABAG's suppliers and subcontractors are responsible for the health and safety of their employees. They create framework conditions in the workplace that ensure the physical integrity and health of their employees (in accordance with ILO Convention No. 155, No. 187). In particular, this means that all statutory occupational safety regulations are complied with.

### **3.3.6 Fair working hours**

Applicable working time laws must be complied with. STRABAG's suppliers and subcontractors shall ensure that working hours do not exceed a regular working time set out in the applicable legislation, but no more than 48 hours per week, that breaks and rest periods are observed and that overtime is worked voluntarily and remunerated.

### **3.3.7 Fair pay and social benefits**

All employees of STRABAG's suppliers and subcontractors must be informed by them about the rights and conditions of employment (such as working hours and breaks, holiday entitlements, remuneration, social benefits, sick days). STRABAG expects its suppliers and subcontractors to pay wages in line with the respective national minimum wage or the standard customary in the industry to ensure a living wage for their employees in accordance with local living conditions. Statutory social benefits must be guaranteed. When the employer provides accommodation, appropriate hygienic and privacy-protected accommodation must be guaranteed.

### **3.3.8 Land use and local communities**

STRABAG expects its suppliers and subcontractors to respect national, international, and traditional forest, water and land use rights, especially of indigenous communities and other minorities. Illegal forced evictions are prohibited.

### **3.3.9 Consumers and end users**

STRABAG expects its suppliers and subcontractors to consider and assess the potential impact on the health and safety of consumers and end users when carrying out their activities and to take the necessary steps to avoid negative effects.

## **3.4 Environment**

STRABAG's suppliers and subcontractors comply with all relevant energy and environmental laws. They are committed to climate and environmental protection, identify environmental risks and negative environmental impacts and define corresponding targets and measures for the relevant key issues in order to continuously improve environmental protection. The following topics in particular must be taken into account:

### **3.4.1 Climate protection**

STRABAG's suppliers and subcontractors strive to avoid greenhouse gas emissions by using renewable energy sources and increasing energy efficiency. To this end, they are encouraged to calculate and report greenhouse gas emissions for both, the company and their products and to derive corresponding targets and measures for decarbonisation.

### **3.4.2 Circular economy**

STRABAG expects suppliers and subcontractors to use natural resources, including water, with care, thereby contributing to the circular economy in the construction and property industry. The consumption of natural resources and primary raw materials should be minimised and waste avoided through reuse and recycling as well as the use of alternative renewable raw materials. Proper disposal of hazardous and non-hazardous waste is a prerequisite.

### **3.4.3 Environmental protection and biodiversity**

The habitats of humans and animals must be protected. STRABAG's suppliers and subcontractors are committed to the preservation of biodiversity and, as part of this, to responsible land use and the preservation of ecosystems as well as air, water and soil quality. Harmful environmental impacts of any kind are to be avoided - or at least minimised. In addition to harmful emissions into the air, water and soil, this also includes light and noise emissions. Responsible chemicals management is a prerequisite. Suppliers and subcontractors also ensure that their activities do not lead to deforestation or forest degradation and that land is utilised as efficiently as possible.

## **3.5 Responsible procurement**

All STRABAG suppliers and subcontractors contribute to the shared responsibility for the entire supply chain. Human rights and environmental risks often occur in upstream supply chains. STRABAG therefore expects its suppliers and subcontractors to be aware of these risks and to implement measures for responsible procurement. This applies in particular to the procurement of raw materials from conflict and risk areas as well as high-risk raw materials (e.g. conflict minerals). STRABAG calls on its suppliers and subcontractors to pass on the requirements of this Code of Conduct on environmental protection and the protection of human rights as well as compliance with international core labour standards to the companies in the supply chain. Together with its suppliers and subcontractors, STRABAG can contribute to the sustainable development of society.

## **4 Whistleblower System**

In accordance with STRABAG's corporate policy, all employees are required to report violations of the STRABAG Business Compliance Management System, internationally applicable human rights and applicable laws, as well as environmental violations. The STRABAG whistleblower system is also available to suppliers, subcontractors and third parties to report suspected violations of compliance rules by STRABAG employees. In addition to the traditional reporting channels (telephone call, e-mail, fax, anonymous letter, etc.), it is also possible to submit any concerns/suspected compliance violations (also anonymously) via the STRABAG whistleblower platform (<https://strabag.integrityplatform.org>). Submitting a report will not lead to any reprisals in terms of career, income or development opportunities (bona fide rule). The identity of the whistleblower is under special protection. Subcontractors and suppliers will inform STRABAG of any relevant misconduct against the principles of this Supplier Code of Conduct (if legally permissible without infringing applicable law or binding, legally valid obligations).

## **5 Compliance with the Supplier Code of Conduct**

The Supplier Code of Conduct contains the basic requirements that STRABAG places on its suppliers and subcontractors. STRABAG places great importance on compliance with this Code of Conduct by its suppliers and contractors.

### **5.1 Expectations and Requirements**

STRABAG requires its suppliers and subcontractors to be committed to the principles of the United Nations Global Compact in their business activities. It is STRABAG's understanding that its suppliers and subcontractors will take measures in their organisations to comply with the principles established in this Code of Conduct and regularly review their effectiveness accordingly.

STRABAG's suppliers and subcontractors are called upon to ensure that the principles summarised in this Code of Conduct are also borne in mind by their subcontractors, service providers and their own suppliers.

### **5.2 Breaches and Consequences**

For STRABAG, its suppliers' and subcontractors' compliance with this Code of Conduct is an essential part of all business relations.

In the event of breaches of the principles established in this Code of Conduct, STRABAG expects its suppliers and subcontractors to take immediate and appropriate action to avoid similar future breaches sustainably. If STRABAG determines that a supplier or subcontractor has not taken sufficient measures to avoid violations of the principles set out in this Code, STRABAG reserves the right to terminate the business relations.