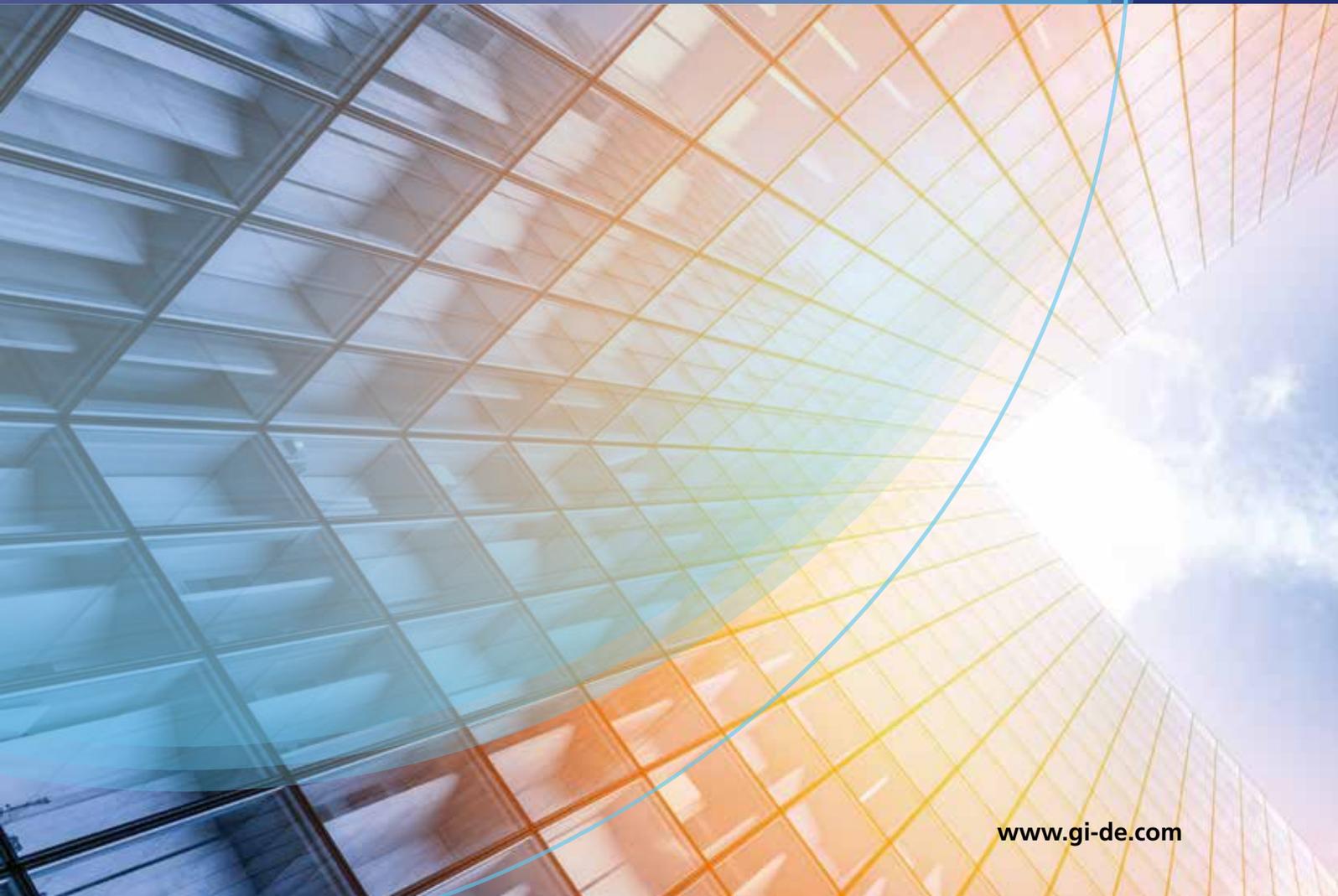




Giesecke+Devrient

# Shared Integrity Values



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# » Foreword

## Foreword

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## Our joint commitment

As a global corporation, Giesecke+Devrient (G+D) bears a great responsibility for its employees, its shareholders, and the countries in which we operate. Based on our values of being reliable, collaborative, and innovative, our corporate responsibility includes compliance with the laws, respecting ethical values, and acting sustainably.

By acceding to the United Nations Global Compact, G+D has undertaken to observe its ten principles in the areas of human rights, labor, environmental protection, and anti-corruption. Furthermore, G+D meets the labor standards laid down in the Conventions of the International Labor Organization (ILO). G+D has also set itself binding guidelines in its Code of Conduct for acting responsibly. Besides that, G+D is accredited by the Banknote Ethics Initiative (BnEI), which ensures ethical business practices in the banknote industry with a focus on anti-corruption and antitrust compliance.

You, as our customer, are an essential part of our business success. In order not to jeopardize this success, it is important that our customers also share our ethical values and principles and continue to strengthen them together with us. Therefore, in line with our corporate responsibility strategy, we also expect you to act responsibly in the business relationship and to observe the principles outlined in this brochure.

# Corporate responsibility

## Diversity, respect, and fairness

At G+D, we take pride in the diversity of our global workforce. We believe that diversity enriches our business and is a key factor to innovation and long-term success. We do not discriminate or tolerate discrimination against anyone based on gender, race, nationality, political affiliation, disability, sexual orientation, religion, or age. Neither do we tolerate any kind of workplace harassment, including but not limited to unwanted sexual advances, immoral propositions, and humiliation.

Fairness, to us, includes ensuring our employees fair compensation and social benefits, and compliance with applicable labor laws and international standards on human rights. We reject all use of child labor, forced or compulsory labor as well as any kind of human rights violation. We respect our employees' right of freedom of association and the right to form and join trade unions.

## Health and safety

For G+D is important to provide safe working conditions by complying with the applicable statutory and international standards regarding occupational health and safety. For this purpose, adequate security measures to reduce risks are guaranteed.

## Care for the environment

G+D not only complies with environmental laws, regulations, and standards, but is also committed to a statement of environmental protection and sustainability, and is continuously improving performance. G+D endeavors to mitigate the impact on the environment by using resources and energy economically and efficiently.





# Business integrity

## Bribery and corruption

G+D upholds the highest standards of integrity in all business interactions. We have a zero-tolerance policy to prohibit any and all forms of bribery, corruption, embezzlement, and fraud.

Bribes or other means of obtaining undue or improper advantage (e.g. gifts, invitations, hospitality) are not to be promised, offered, authorized, given, or accepted, either directly or indirectly through a third party. Particularly, giving money or anything of value, directly or indirectly, to public officials or state representatives in order to expedite or otherwise facilitate the performance of governmental actions ("facilitation of payments") is strictly prohibited at G+D. We ensure strict adherence to anti-corruption laws by transparent procedures and accurate record keeping.

## Anti-money laundering and terrorism financing

G+D mitigates and prevents the risk of money laundering and terrorist financing by paying closing attention to who is behind every transaction and also following all accounting, record-keeping, and financial reporting requirements applicable to cash and payments in connection with other transactions and contracts.

## Avoiding conflict of interest

At G+D, we always act in the best interests of our company – but also of our customers – when making objective business decisions. We avoid conflicts of interest and never use our position or company assets for personal gain.

# Fair competition and antitrust laws

G+D observes standards of fair business, advertising, and competition. Moreover, G+D refrains from forming cartels or engaging in concerted practices deliberately or incidentally designed to bypass, restrict, or distort competition as defined by antitrust laws, or abuse a dominant market position. This applies not only to written, but also to verbal agreements.

## G+D does not:

- » Engage in discussions about bid rigging, price-fixing, or market/customer allocation
- » Exchange information with competitors relating to prices, products, pricing methods or policies, margins, terms or conditions of sale, production capacity, or participation in tenders
- » Gather information about competitors via deception, misrepresentation, or other illegal or unethical means



# Trade secrets

## Security and protection of information, know-how, and Intellectual property

G+D protects its intellectual property and all confidential information (e.g. relating to know-how, patents, and trade and business secrets) collected, stored, and processed within the scope of the applicable laws and takes all necessary measures to prevent its misuse, theft, fraud, unauthorized access, disclosure, or modification. This also includes unauthorized disclosure and/or publication of information within any business relationship.

Any transfer or sharing of technology or expertise must be effected in a manner that protects our intellectual property rights as well as confidential information and complies with applicable legal or contractual provisions (e.g. encrypted data exchange).

## Data privacy and data protection

G+D complies with the applicable data privacy and data protection laws for the protection of the personal data of everyone we do business with, including our customers and employees. Whenever personal data is collected, stored, shared, transferred, or otherwise processed, G+D ensures that the legal requirements for the respective processing are met and that all personal data is protected against misuse and unauthorized access by appropriate technical and organizational measures. Personal data that is no longer needed and that is not subject to any legal retention requirements must be deleted or completely anonymized.



# Our joint commitment

Unconditional compliance with our ethical values and principles, as laid down in the G+D Code of Conduct, is the basis of responsible business behavior and an integral part of G+D's corporate culture. G+D expects its business partners to share these fundamental values and principles and to be committed to them in the same way.



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Creating Confidence

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