ARBURG Code of Conduct

This Code of Conduct summarises the basic rules valid throughout the ARBURG group for an ethical, as well as legal and lawful interaction both among themselves as well as in relation to business partners, public authorities and other third parties. Content and values of this Code of Conduct are not abstract specifications but represent minimum requirements relating to our daily business and offer all company members of the ARBURG group (i.e. employees, executives and Management Team) a binding aid to orientation.

1. Law-abidance
Compliance with national and international laws, regulations and industrial minimum standards and compliance with internal rules is a matter of course for ARBURG. Employees are encouraged to regularly inform themselves on the rules applicable in their area of responsibility and always scrutinise their actions in terms of legality and regularity.

2. Competition
ARBURG and its employees agree to abide by the rules of fair and free competition, in particular the applicable competition and antitrust legislation in all business relationships. ARBURG has always been doing business solely on merit and is characterised by quality, innovation and customer focus.

3. Conflicts of interest
Business decisions within ARBURG are exclusively made with the best interests of the company. All employees always act with integrity and avoid conflicts between private and business interests. In the event that, nevertheless, a conflict of interest arises, it will be disclosed immediately to their respective superior so that it can be solved in compliance with the law.

4. Corruption
ARBURG stoutly denies any form of corrupt behaviour. ARBURG is convinced that ARBURG products can compete on its own merits thanks to their quality. Employees, customers and suppliers are prohibited to illicitly influence individuals working within the public-law sector or decision-makers in private companies at home and abroad in any form without permission.

5. Foreign trade and export
As a company operating on a worldwide basis, ARBURG strictly complies with all relevant national and international customs, trade and export control regulations, including any applicable sanctions and embargoes. All employees in charge of the import and export of goods and other cross-border transactions are required to familiarise themselves with the control rules applicable under their activity and adhere to them when goods or services are purchased, provided, produced or placed on the market or if technologies are transferred or received.

6. Money laundering
ARBURG complies with national and international regulations to prevent money laundering. Employees who suspect money laundering, particularly in connection with cash transactions, are required to report their suspicions to their supervisor and the Managing Director Finance, Controlling and IT, or the head of auditing.

7. Human rights
ARBURG respects, protects and promotes the legislation on the protection of human rights as fundamental and universal standards worldwide. ARBURG categorically rejects any form of child and forced labour and other forms of forced labour within the company, with suppliers or business partners.
8. Equal opportunities and equal treatment

ARBURG provides equal opportunities for all. Discrimination based on ethical or national origin, gender, religion, belief, age, disability, sexual orientation, skin colour, political opinion, social origin or any other legally protected characteristics will not be tolerated. Employees are selected, hired and promoted only based on their qualifications and abilities.

9. Quality and qualification

For ARBURG the endeavour to achieve the best possible quality and therefore continuous quality improvement are top priority economic and competitive factors. All employees deliver safe and sound products and services of the highest quality and reliability. In order to support this high level of performance and high quality work sustainably, ARBURG promotes the qualification of its employees.

10. Health and safety

Employee health and safety are in the best interests of ARBURG. As a result, health protection and safety at work in compliance with the current regulations are an integral part of all operations. ARBURG ensures the information of its employees through regular training. In addition, employees are encouraged to become actively familiar with the applicable safety regulations at work and at the premises of customers or business partners, to remain vigilant and to use the recommended protective equipment.

11. Environment and energy

Environmental protection and careful use of resources and energy are an integral part of ARBURG corporate culture. This applies particularly to the use and development of new product technologies and natural, resource efficient production processes. ARBURG’s environmental and energy programme contains the strategic and operational objectives for improving environmental protection, in particular for increasing energy efficiency and energy savings. With numerous projects and initiatives, ARBURG is pursuing the goal of continuously increasing the production efficiency of plastics processing in all areas and reducing its CO₂ footprint in the long term.

12. Data protection and security

The privacy and confidentiality of information entrusted to ARBURG have a high priority for the company. ARBURG ensures the protection of privacy, the protection of personal data and the security of all business information in accordance with legal requirements and internal regulations by obligating its employees accordingly in all business processes. As far as the technical and organisational protection of the data, in particular against unauthorised access and loss is concerned, ARBURG observes a reasonable standard with due regard of the state of the art and the risk involved.

13. Business partners

ARBURG expects all business partners to apply the contents and values of this Code of Conduct as the basis for a business relationship. ARBURG also expects its business partners to work towards a consistent dissemination of these standards in the supply chain.

14. Management responsibilities

Executives have a special responsibility, especially the Management Team and executive level. They all act as a model for their employees and exemplify content and values of the Code of Conduct. They inform their employees about the provisions of the Code of Conduct and ensure compliance with legal and internal regulations in their areas of responsibility.
15. Observance and Compliance

Content and values of this Code of Conduct are binding for all employees. You undertake to live according to, observe and implement the indispensable values and content inherent in this Code of Conduct. Further information to strengthen compliance awareness will be provided to employees in the ARBURG intranet. If in doubt, ask for professional advice.

16. Sanctions

Violations of the regulations in this Code of Conduct may lead to disciplinary actions, the assertion of claims for damages and criminal penalties.

In the event of sustained violation of this Code of Conduct by business partners, ARBURG reserves the right to exclude these business partners.

The Management

Lossburg, July 2020