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# Declaration of Principles Human Rights

**at Metabowerke GmbH**

Status 12/2023

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*Note:*

*For better readability, the masculine form is used in this document. All references to persons apply equally to all genders.*

## I. Foreword and confession ...

### **... to respect the human rights of Metabowerke GmbH**

Metabowerke GmbH develops and produces power tools in order to make a contribution to our society through outstanding technologies, products and services. In all its actions, Metabowerke GmbH is aware of its corporate responsibility to respect human rights and its social responsibility and is guided by generally accepted ethical values and principles.

Sustainable business practices and the protection of our employees are key components of our corporate culture. Our aim is therefore to strengthen human and environmental rights as well as health and safety at work for our own business activities and for our global supply chains, and to prevent, minimize and remedy any violations.

Metabowerke GmbH lives by these principles and monitors compliance with them, even if the regulations we have imposed on ourselves exceed the legal requirements. We expect both our employees and our suppliers to comply with these principles.



**Henning Jansen**

*CEO Metabowerke GmbH -  
COO KOKI Holdings Europe*



## II. Standards and guidelines

We are committed to respecting human rights in our own business activities and in our global supply and value chains and will endeavor to take remedial action in the event of human rights violations. In doing so, we align our corporate actions with the internationally recognized United Nations Guiding Principles on Business and Human Rights and thus implement the requirements of the National Action Plan for Business and Human Rights.

In particular, our understanding and our human rights due diligence processes are based on the following internationally recognized standards and guidelines to which we are committed:

- International Charter of Human Rights
- Conventions and recommendations of the International Labor Organization, in particular the Declaration on Fundamental Principles and Rights at Work and the Core Labor Standards (ILO) included therein
- OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas
- OECD Guidelines for Multinational Enterprises Principles of the UN Global Compact
- UN Declaration on the Rights of Indigenous Peoples
- UN Convention on the Rights of the Child
- UN Convention on the Elimination of All Forms of Discrimination against Women
- UN Guiding Principles on Business and Human Rights
- United Nations Sustainable Development Goals

Together with our suppliers, everything we do along the supply chain is designed to comply with these standards and guidelines.

In addition, we have our own guidelines and specifications that guide our business activities and actions in this regard. Regular training courses are held for this purpose.

We have set out our requirements and expectations of our suppliers in a Supplier Code of Conduct. We also expect our suppliers to communicate our standards to their employees and to commit their own suppliers accordingly.

# III. Risk management

We recognize that our business activities and our global supply and value chains have the potential to cause adverse impacts on human rights. We are committed to respecting all internationally recognized human rights and focus our human rights due diligence processes in particular on the following human rights issues, which we have identified as material for our company through a risk analysis:

- Forced and child labor
- Restrictions on freedom of assembly and association
- Discrimination in any form (e.g. based on gender, age, ethnic and social origin, nationality, religion or ideology, physical or mental disability, sexual orientation)
- Data protection and privacy at risk
- Risk to health and safety in the workplace Precarious employment and working conditions
- Corruption and bribery
- Restriction of the rights of local communities and indigenous peoples
- - Damage caused by water, soil or air pollution or deforestation

Protecting the rights of endangered and vulnerable groups such as women, indigenous peoples, minorities and disadvantaged groups is an important concern for us. Particularly vulnerable employees include expectant mothers, people with disabilities and young people under the age of 18.

## 1. Our approach to implementing human rights due diligence obligations

For us, respect for human rights is a continuous process. The implementation of human rights due diligence obligations depending on changing contextual conditions, type of business activity, size and structure of the company is constantly reviewed and continuously developed.

We have therefore established human rights due diligence processes as an integral part of our organization and in our relationships with our business partners in order to respect human rights.

## **2. Responsibilities for human rights due diligence at Metabowerke GmbH**

We have defined clear responsibilities for the exercise of and compliance with our human rights due diligence obligations. At the highest management level, our Executive Board is responsible for respecting human rights in our business activities as well as in the upstream and downstream value chain. Regular and ad hoc internal reporting to this level on the results of our continuous risk analysis relevant to human rights, information from our grievance mechanisms and information on the effectiveness of our remedial and preventive measures and complaints procedures ensures that balanced decisions can always be made.

Our 'Human Rights Officer' committee is responsible for the operational implementation of our human rights due diligence processes.

## **3. Commitment to the continuous development of our human rights due diligence processes**

For us, respecting human rights and implementing human rights due diligence in our operational processes is an important contribution to improving the human rights situation along the global supply and value chains. We accept this challenge and are committed to continuously developing our human rights due diligence processes.

We attach great importance to effective due diligence processes. We are therefore committed to engaging in dialog with people who are potentially affected by adverse human rights impacts of our business activities and along our upstream and downstream value chain. The purpose of these dialog formats is to identify human rights risks and assess the effectiveness of our measures to prevent, mitigate and remedy adverse human rights impacts.

The following groups of people are the focus of our human rights strategy and are therefore central to carrying out a risk analysis:

- Own employees at national and international locations
- Employees of business partners
- Groups of people with direct and indirect suppliers
- Groups of people with an indirect connection, such as local communities and residents

## 4. Risk analysis

Our human rights and environmental risk analyses serve to identify and assess the corresponding potential and actual effects of our own business activities and those of our suppliers along the entire supply chain.

We consider it part of our duty of care to be aware of potential and actual adverse human rights and environmental risks and the impact of our business activities on people along the entire value chain. We therefore use a risk management process to identify and assess the relevant human rights issues and those potentially affected by our business activities as well as our direct and indirect business relationships. This includes analyzing both human rights risks and the impact of using our products and services. To this end, we have systematically added human rights, labor and environmental protection issues to our company-wide risk and supplier management. In our risk management process, we also take into account human rights criticism from third parties and reported incidents.

The analyzed risks and impacts are updated annually and whenever there are significant changes to the company's profile or business activities.

Country and sector risks were identified and assessed as part of an initial risk analysis.

The results of the analyzed risks and impacts are incorporated into our corporate decision-making processes with regard to supplier selection, business partner management, product responsibility and product development. The risk analysis forms the basis for identifying appropriate measures. Management regularly discusses human rights conflicts of interest and relevant findings from our human rights due diligence processes. In addition, we use the results as a basis for creating and, where necessary, adapting internal regulations, processes and training in order to meet the changing requirements of our due diligence processes.

## IV. Preventive and remedial measures

In accordance with the United Nations Guiding Principles on Business and Human Rights, we work to ensure that business partners, in particular direct suppliers, also respect human rights, are committed to ensuring that this is also the case with indirect suppliers, and take appropriate measures.

In order to fulfill our responsibility to respect human rights, we rely on a combination of different measures. The aim is to protect the people potentially affected and to prevent or at least minimize adverse human rights impacts on them.

We have established standardized processes for this purpose. We regularly exchange information with other companies, including as part of industry initiatives, and cooperate with stakeholders to promote the realization of human rights.

Outside of our company, we contractually oblige at least all of our direct business partners to comply with the laws applicable in the respective country and the core labor standards of the ILO, to respect human rights and to address human rights and environmental risks appropriately with their own business partners.

We have set out our requirements and expectations in our Supplier Code of Conduct.

In the event that we as a company have directly caused a violation of human rights, we work quickly to prevent the business activities that caused it or to make them compliant with human rights and work towards reparation. If our employees behave in a way that is incompatible with human rights, appropriate sanctions are introduced.

In the event that we contribute to or are directly associated with potential or actual human rights violations through our business activities, we endeavor to contribute to appropriate remediation and prompt redress by the responsible parties. If we have a well-founded suspicion or concrete indication of possible human rights violations in our company or along our upstream and downstream value chain, we take action.

carefully and consistently. We oblige our business partners to support us in clarifying the facts and to cooperate fully within a reasonable timeframe. Depending on the severity of the violation, we reserve the right to respond appropriately to our business partners, from requesting that the violation be remedied immediately to taking legal action and terminating the business relationship. Irrespective of this, we will work towards remedying the breach.

If we have identified a violation of a human rights or environmental obligation at one of our direct suppliers, we will use the means at our disposal to work towards and support the supplier in drawing up and implementing a concept to end and minimize the violation.

## **1. Complaints mechanism**

We are aware that despite due diligence in the area of human rights, violations can occur. We grant those affected in our own business operations, at our suppliers and along our entire supply chain, as well as affected third parties, confidential access to an appropriate complaints procedure to report violations. We communicate our complaints procedure internally and publicly on our website and investigate all reported concerns confidentially.

## **2. Effectiveness review**

We regularly review compliance with these requirements and expectations as part of analyses, surveys, audits, self-assessments or other suitable measures, at least once a year and on an ad hoc basis.

With these measures, we aim to continuously improve respect for and protection of human rights and environmental concerns.

## V. Documentation and reporting

We fulfill our documentation obligations by means of implemented system-based support and internal logging of the relevant working groups. In our annual report, we inform the public about our human rights commitments and due diligence processes and their effectiveness.

To this end, we report on the material human rights risks and impacts we have identified as a result of business activities along our global supply and value chains and describe the preventive and remedial measures we have implemented.

The report and other documents on human rights and environmental due diligence are available to the interested public on our website.

**Metabowerke GmbH**

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