

Extract from DataCo's Code of Conduct

DataCo and the Customer undertake to comply with the following rules of conduct within the framework of the contract execution according to the following extract from DataCo's Code of Conduct:

Data Protection

We support the responsible use of opportunities in connection with digitalisation. We only use personal data to the extent permitted by the law and the data subjects. Persons affected by data processing, our team members, business partners and customers should be able to rely on the fact that their data is processed by us as intended and is safe with us. We protect this data from misuse and from unauthorised access by third parties through appropriate technical and organizational measures.

Artificial Intelligence

Artificial Intelligence (AI) is intelligence demonstrated by machines, as opposed to natural intelligence displayed by animals including humans. AI encompasses various methods for automating intelligent skills. AI will have an increasing impact on our products, services, way of working and our team members in the future. In order to sustainably use the possibilities of AI for us, our customers and the data subjects, we focus on its responsible use, explain ability, protection of privacy as well as security and reliability.

Dealing with Confidential Information

We take confidentiality seriously. Protecting and safeguarding confidential information is of utmost importance to us. We comply with applicable confidentiality laws and respect the trade secrets of customers, business partners and competitors.

Dealing with Conflicts of Interest

Personal or proprietary financial interests must not influence our business decisions. If such conflicts of interest arise, we disclose them and immediately take actions to seek a solution with our management for an appropriate balance of interests. Even in the event of disputes, we create and maintain a workable basic understanding of how to deal with each other.

Gifts and Entertainment

Our decisions are based on objective and comprehensible reasons and are not influenced by inappropriate benefits. We reject donations if the mere appearance of undue influence can arise, especially if they are related to a specific concern of the donor.

We can only accept voluntarily granted promotional and occasional gifts of appropriate value if we are certain that this will not result in any dependencies or influence on our decisions.

We only accept an invitation from business partners to meals or events if it is unsolicited, serves a business purpose, is not repeated unreasonably often and the invitation is in proportion to the occasion.

As an absolute upper limit of what can be considered appropriate, we are guided by a value of 35 pound sterling for gifts from third parties and a value of 100 pound sterling for invitations from third parties.

In the case of gifts and invitations to our business partners and customers, we also adhere to the principle that even the mere appearance of undue influence must be strictly avoided. Benefits are only permissible in reasonable amounts and within the scope of ordinary business activities.

Gifts and invitations to team members of public authorities and publicly owned companies are completely prohibited.

Prevention of Corruption

We comply with applicable Anti-Bribery Laws. We convince our business partners and customers with our products and services and not through undue influence. Our decisions are not unduly influenced but based on objective and comprehensible reasons. We do not tolerate corrupt behaviour by our team members, business partners or customers. We avoid the mere appearance of undue influence, especially in our dealings with members of public authorities and publicly owned companies, as well as public officials and politicians. We adhere to this if such benefits are expected or allegedly customary for official acts.

Selection of Business Partners

We expect our Code of Conduct to be observed by our team members and take the Code of Conduct into account when dealing with external partners and customers. Before, during and after the conclusion of contracts, we take care that our business partners do not act contrary to the principles of this Code of Conduct.

When initiating contractual relationships with intermediaries, joint venture or consortium partners, agents, consultants, contractors and direct subcontractors, suppliers and vendors, service providers or comparable business partners, we pay particular attention to taking care that the contractual, needs-based service is matched by appropriate compensation.

Diversity and Inclusion

We value diversity. We do not allow discrimination of any kind and pay attention to equal opportunities in intentional individual diversity especially of gender, descent, origin and nationality, religion, culture, political, social or trade union activity, sexual identity and orientation, physical and/or mental limitations or age.

Prohibition of Sexual Discrimination, Harassment and Violence

We affirm the prohibition of sexual discrimination, harassment, and violence in our company.

Tax Regulations

We respect the provisions of tax law, in particular corporate income tax, payroll tax and value added tax. A correct and timely declaration of the taxes and customs duties to be paid is fundamental for us.

Antitrust Law

Functioning and unhindered competition is relevant for a healthy social and economic system. We are committed to fair competition in the markets and comply with the applicable antitrust and competition laws.

Foreign Trade Law

Foreign trade regulations must be observed when exporting goods, intangible goods, and services. Restrictions apply to military goods and civilian products that can also be used for military purposes. In addition, special restrictions apply to certain goods and countries, such as arms or luxury goods embargoes.

Economic Sanctions and Money Laundering Prevention

We comply with applicable national and international economic sanctions and support the international community in the fight against money laundering and terrorist financing.

Protection of Intellectual Property

Patents and other intellectual property rights, such as trademarks and designs, are important corporate resources and ensure that we can act competitively and effectively in the market. We therefore take action that they are not abused by third parties. It is equally important to avoid the unauthorized use of other people's intellectual property.

Social Impact

We recognise the need to protect the environment and believe that keeping our environment clean and unpolluted is beneficial to everyone. We follow best practices when disposing waste and apart from our legal obligations, we will proactively protect the environment. We respect internationally recognized human rights and base our actions on the United Nations Guiding Principles on Business and Human Rights. We attach particular importance to the rights of the International Bill of Human Rights and the core labour standards of the International Labour Organisation (ILO).

We reject all forms of discrimination in employment and occupation, slavery, child labor, threats to human rights defenders and other violations of human rights. We pay particular importance to the protection of fundamental rights at work.

Social Networks

Social networks are playing an increasingly significant role in public discourse. We also use social networks and our own social media channels to communicate with our team members, business partners, customers, and the public.

Tolerance and respect are fundamental for us. This also applies to the protection of our team members' privacy. We do not tolerate inflammatory, offensive, or discriminatory posts in social media. Unacceptable are, among other things, posts that reflect anti-constitutional content, violate the dignity of other users, endanger corporate peace, discredit our reputation and the reputation of our team members, or strain the relationship with important stakeholders.