

1.1 Corporate policy

The management has established the following corporate policy.

The company policy is communicated to all employees and other persons who work under the control of these companies. In discussion rounds, the management and the management representative deepen the employees' awareness of this content.

The company policy is made available to customers and other interested parties on request.

During the annual evaluation of the management system, the management reviews the appropriateness and continued suitability of the company policy and adjusts it if necessary.

Corporate guidelines

We have summarized the values that guide our actions in our corporate guidelines. The values of CTC Chemtec Chemicals GmbH show our customers, partners and employees what they can expect from us and what they can rely on.

We are a medium-sized company that thinks long-term, acts sustainably and is part of an international group.

Our daily activities are characterized by the following principles. The conscious handling of opportunities and risks and our in-depth knowledge of the market ensure our long-term success and solid growth. In this way, we offer our customers and partners as well as our employees the necessary level of security and trust.

1. General values - *forward thinking, stability, security*:

- **Responsibility** - We are aware of our responsibility and our impact on stakeholders and the planet. We pursue our goals holistically and take sustainability aspects into account.
- **Legal compliance** - We are committed to complying with all applicable laws and regulations. We keep our knowledge of this constantly up to date. We provide evidence of compliance with all regulations through external verifications and internal measurements and tests.
- **Child labor** - We are expressly committed to the rejection of child labor. We ensure that all our business processes and partnerships comply with international standards and legal regulations regarding the protection of children and young people. Child labor is not tolerated in any form, and we actively promote fair and ethical working conditions. We only work with suppliers who share our strict standards and are regularly audited.
- **Future-oriented** - Our aim is to operate sustainably in order to enable growth in line with our corporate goals, as well as to secure jobs and create new ones.
- **Transparency** - Company decisions are made in a comprehensible manner and communicated within an appropriate framework. Our corporate processes are mapped transparently and comprehensibly for everyone in the management system.
- **Risk management** - We systematically analyze risks and implement effective measures to mitigate them.
- **Errors** - We aim to avoid errors through well-organized work, the use of suitable tools and qualified personnel. However, if an error does occur, we take responsibility, investigate the causes and take corrective action to prevent a recurrence.
- **Optimization** - We are constantly trying to improve and take advantage of opportunities. We are committed to continuously developing and improving our management system.

2. Our focus is on the customer - we adapt systems and processes to the personal and individual needs of our customers!

- **Connectedness** - We feel connected to our customers and strive to maximize the benefits for both sides.
- **Individuality** - We do not believe in "one-size-fits-all". Every person and every customer is unique. That's why we offer customized solutions for every customer to meet every requirement and customer wish.
- **Integrity** - We handle business, customer and product data with confidence and protect it against unauthorized access. We are committed to complying with all laws and official regulations.
- **Commitment** - We see it as our duty to meet the requirements agreed with our customers, the promises made by our company and the legal and regulatory requirements.
- **Criticism** - We take our customers' wishes seriously, both positive and negative criticism, as we are aware that perfection is an illusion. As part of continuous improvement, we strive to be error-free.

3. ESG guidelines

- As a medium-sized company in the chemical industry, we bear a special responsibility for the environment, our employees and society. Sustainability, social responsibility and sound corporate governance (ESG) are therefore integral components of our business strategy.

We are committed to developing innovative solutions that minimize environmental impact, promote safe and fair working conditions and ensure ethical conduct in all areas of business.

To achieve these goals, we will successively expand and continuously optimize our existing measures in order to create sustainable added value for all our stakeholders in the long term and actively contribute to shaping a responsible, sustainable industry.

As a member of the WVT Group, we contribute to the Group's own ESG reporting and play a key role in supporting the Group's 2030 sustainability goals.

4. Working community - We regard our staff primarily as people and not as mere resources. We are guided by humanity, liberality and tolerance!

- **Team** - We see ourselves as a close-knit team that works together to promote and utilize the individual strengths and skills of each person in the best possible way.
- **Personal responsibility** - Although we operate as a team, we are aware of the strengths of our employees. That's why we have flat hierarchies and delegate personal responsibility at all levels.
- **Quality** - We see knowledge and expertise as a resource that needs to be continuously improved. That is why we attach great importance to further education and training.
- **Focusing on people** - We respond to the wishes and demands of our employees, as well as their health and safety, because the satisfaction of our staff is important to us.
- **Diversity** - "people are people" - as a globally active company, we welcome all of them and reject any unjustified unequal treatment based on origin, gender, religion, ideology, disability, age or sexual orientation.

5. Occupational health and safety - We minimize potential hazards and ensure that our staff are carefully protected.

- **Hazards** - In a comprehensive risk assessment, we deal with risks and define preventive measures to avoid hazards.
- **Protective equipment** - We provide all employees with the necessary personal protective equipment and ensure that it is used correctly.
- **Participation** - We closely involve our employees and partners to whom we outsource processes in the implementation of our occupational health and safety concept.
- **Learning** - We learn from incidents and accidents. Through a thorough accident investigation, we determine the causes and eliminate them.

6. Compliance and anti-corruption

- Our company is fully committed to complying with all relevant legal and regulatory requirements relating to our business activities. We attach particular importance to integrity and transparency in all business processes. For us, compliance is not just a legal obligation, but a fundamental prerequisite for sustainable success and the credibility of our company. We expect all employees / collaborators to know and understand the applicable regulations and to implement them consistently in their daily work.
- As part of our compliance management, we place particular emphasis on combating corruption. We stand for a corporate culture that is clearly opposed to corruption in any form. We do not tolerate any business practices that are aimed at gaining unlawful advantages. Every employee is obliged to support this principle and actively contribute to preventing corruption.
- The management assumes responsibility for the implementation, continuous improvement and monitoring of a robust compliance system. This includes the regular training of all employees, the performance of internal audits and the systematic review and updating of all relevant compliance guidelines.

In order to report suspected cases of non-compliance or corruption confidentially and without risk to the whistleblower, we will create clear reporting channels and continue to improve our compliance process.

Only through this consistent and comprehensive approach can we ensure that our company not only fulfills legal requirements, but also meets ethical and moral standards.

7. Environmental protection - What we do today changes our tomorrow - that's why environmental protection is important to us.

- **Environment** - We consider the soil, air, water and groundwater, animals, plants and people to be the environment. We strive to continuously reduce changes to the environment as far as possible.
- **Environmental impact** - We constantly examine our activities and products for environmental aspects and their impact on the environment. We pursue significant environmental aspects with the aim of continuously reducing our environmental impact.

- **Climate** - By reducing CO₂ emissions and avoiding other climate-damaging gases, we contribute to climate protection.
- **Energy** - We want to use energy efficiently and try to use renewable energy wherever possible.
- **Waste** - We design our processes in such a way that waste is avoided as far as possible. Where waste does occur, we separate it and dispose of it via certified specialist companies.

8. Sustainability - Thanks to our awareness of our responsibility, we do not see sustainability as a trend or a short-term task.

- We see sustainability as a long-term process that is long overdue and is based on three pillars.
 - **Ecological**
 - **Economical**
 - **Social**

We see sustainable action as our task, challenge and long-term goal. We see this as the basis for legitimizing future-oriented business models. We therefore try to comply with all components of sustainability in the long term.

- **Learning process** - Sustainability offers numerous facets and opportunities that need to be implemented and learned.
- **Reach** - We want to inspire people to think beyond our company and serve as an example through our actions.
- **Participation** - We are open to innovative ideas that strengthen our success in terms of sustainability, which is why we involve our employees and external stakeholders.
- **Reflection** - We reflect on our actions and processes, especially from an ecological, economic and social perspective.
- **Transparency** - Transparency plays a special role in sustainability. We clearly distance ourselves from "greenwashing".
- **Measurability** - We want to make our sustainability measurable