

# People module

Code of Conduct



**Otto Krahn**  
Group



# Even in this age of increasing digitization and automation, the Otto Krahn Group and its processes are focused on people:



Employees, customers, suppliers, business partners, applicants, locals, and the general public. The social responsibility to behave appropriately and fairly toward these people is part of our company culture. The company itself bears this responsibility, as do its managers and every one of its employees, in all their dealings with internal and external contacts.

The Otto Krahn Group relies on its employees to show motivation, competency, and personal responsibility. We want all of our employees to remain consistently performance-oriented, dedicated, and full of creative curiosity.

We expect our employees to work together in a professional, cooperative manner, for the good of everyone. We support a culture of open communication, one in which employees discuss and resolve their problems together, regardless of each person's function or status.

Within the framework defined by the Code of Conduct and the corresponding modules, we foster the five attributes of the Otto Krahn Group:

- ambitious
- creative
- responsible
- cooperative
- challenging

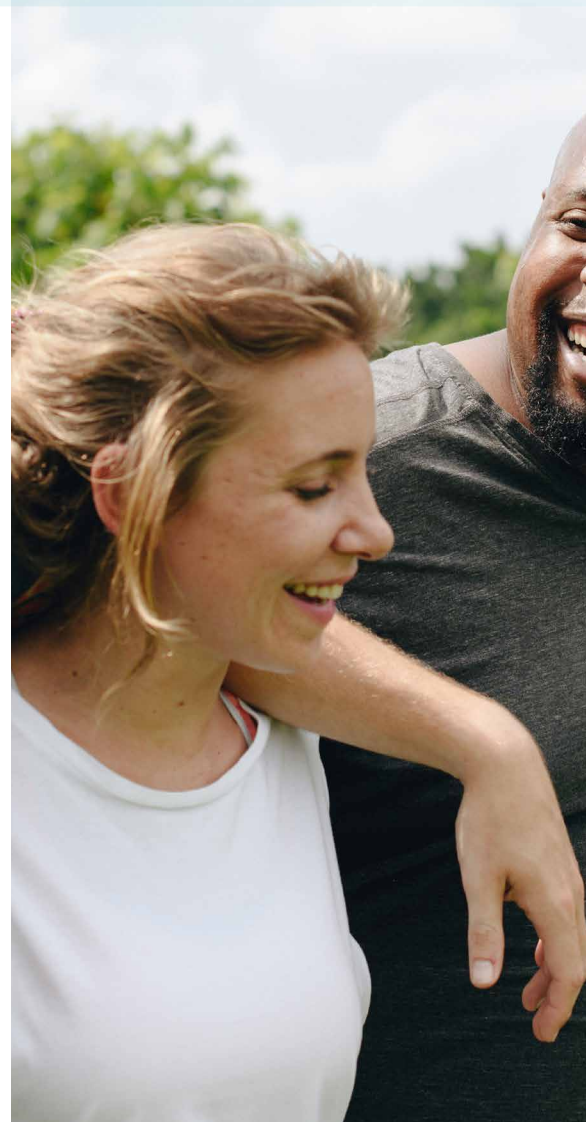
Our managers are expected to serve as role models in this regard.

## Basic human rights

The guiding principle of our actions is respectful and fair treatment of one another and of all individuals with whom we come into contact. This principle applies regardless of nationality, ethnic origin, gender, sexual identity, religious orientation, age, disability, appearance, political views, or union affiliation. We recognize the dignity of every human being and firmly reject all forms of discrimination, disadvantage, harassment, or bullying. Sexual harassment, other forms of assault, and bullying in the workplace are strictly prohibited and will not be tolerated.

We view diversity as an enrichment and promote an open, inclusive corporate culture. Differences in personal characteristics or beliefs do not influence our collaboration or our decisions. We are committed to equal opportunities and a balanced representation of all genders – including in technical and management positions.

Increasing digitization also means increasing requirements on the protection of personality rights; we are adapting accordingly in order to meet those requirements. The Data Protection module goes into those in more detail.



## Occupational and social standards

We categorically reject all forms of forced labor, child labor, and human trafficking and contribute to preventing these practices by carefully auditing our supply chains, establishing clear standards of conduct for business partners, and conducting regular training for employees. In this regard, we also refer to the attached “Modern Slavery Policy Statement,” which the company is required to publish in the UK, but which we are deliberately issuing on behalf of the entire group of companies.

We ensure fair working conditions in all regions where we operate. This includes appropriate pay, social benefits, regulated working hours, and vacation entitlements.

It is important to us to work constructively with employee representative organizations established in accordance with applicable national law.



## Health and Safety

We ensure safe and healthy working environments. Risks are consistently reduced, protective measures are provided, and employees receive regular training. Everyone has the right to report unsafe conditions or practices without repercussions.

### **Freedom of Association and Co-determination**

Constructive cooperation with employee representatives established under applicable national law is important to us. We respect our employees' right to freedom of trade union activity and collective bargaining.

### **Training and Development**

We promote the personal and professional development of our employees through targeted qualification and training programs. In this way, we strengthen not only individual opportunities but also the innovative capacity and competitiveness of our company.

### **Diversity and Inclusion**

We create a discrimination-free working environment characterized by equal treatment and openness. The integration of people with disabilities and the equal participation of all employees are central to our approach. Particular attention is paid to the needs of groups that are socially or structurally disadvantaged.

### **Equality and Women's Rights**

We consistently promote equality between women and men. All employees receive fair opportunities in access to employment, career development, leadership positions, and pay. We are committed to eliminating existing inequalities and supporting work-life balance. All forms of gender-based discrimination or harassment are prevented and prosecuted.

### **Fair Compensation**

Our compensation systems guarantee an income sufficient for a decent standard of living. Payments are made regularly, transparently, and without discrimination. Equal pay applies to equal or equivalent work – regardless of gender, origin, or type of employment.

### **Community Rights**

We respect the rights of local and indigenous communities. Any interference with land rights requires their free, prior, and informed consent. We firmly reject practices such as expropriation, displacement, or land grabbing. Furthermore, we protect the environment, resources, and livelihoods in all regions where we operate.

### **Protection of human rights and environmental defenders**

We stand for the protection of all those who advocate for human rights and environmental causes. Our actions must not lead to reprisals, stigmatization, or endangerment of these individuals.

These guidelines relating to human and labor rights are intended to support employees in their daily work. However, situations may arise in which employees are unsure of the correct course of action. In such cases, employees can and must contact their direct supervisor, our Head of People & Culture, or the Compliance function of the Otto Krahn Group.

For general questions regarding the topics covered here, employees can contact these individuals at any time. They can also submit relevant information via our anonymous whistleblower system (<https://otto-krahn-gruppe.integrityline.app/>), which can also be accessed via our websites.

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