

## Our Organisation policy

### Vision

BMK, as a leading expertise center for electronic services, aims to increase the economic success of its customers. We supervise the entire electronic product life cycle from development through to production and on to after sales services. In order to achieve our aim, we are striving consistently to

- fulfill the complex and individual needs of our customers through an innovative and wide range of services,
- increase our visibility by the strengthening our brand image and increasing customer satisfaction,
- focus upon our core industries,
- develop our organization stably and efficiently,
- achieve cost leadership within the electronic services industry,
- grow continuously and increase our market share.

The company policy is an essential basis of our management system. It is essentially based on market requirements as well as on the principles of the DIN EN ISO 9001 standard, EN ISO/IEC 80079-34, the European EMAS (EG) 1221/2009 regulation (including (EU)2017/1505, (EU)2018/2026 and DIN EN ISO 14001) and the OHRIS occupational health and safety concept. The enterprise policy covers all areas of responsibility as well as all employees of the BMK Group.

The BMK Group sets great value upon the compliance and the monitoring of the current legal and norm requirements regarding quality, work safety, environmental protection, energy efficiency and ethics.

The basic principles regarding our quality standards are:

- Examine the customer's needs and fulfilment of the demands of our customers. This includes observing all relevant laws, regulations and norms.
- The company policy is presented to our employees in an understandable form.
- The exchange of information within all levels of our company and with our customers, suppliers and authorities is a key competence.
- Our aim is to avoid mistakes, and if mistakes occur, despite all measures to avoid them, they will be systematically analyzed, and corrective actions will be undertaken. This results in a continual appraisal of the processes with reference to key facts and figures alongside the continual adaption to updated requirements.
- For the BMK Group, quality is the essential for success in the industry.

The protection of the environment is a fundamental part of our company policy.

Our basic idea for responsible handling of the environment is the prevention of environmental risks and reduction of possible environmental impacts in all our business decisions and activities. The central feature of our corporate policy is the preventive evaluation of the environmental impacts which occur through our entrepreneurial decisions.

The management system describes the responsibilities and competences required to implement and comply to the demands:

- the definition of the environmental objectives and the consequent measures,
- the supervision of the application and efficiency of the measures performed, e.g. environmental audits,
- the planning, capture, control and continuous advancement of the measures with the aid of control circuits.

BMK attaches great importance to a foresighted, organized and systematically coordinated distribution and use of energy to cover the energy demand in the company. Taking into account ecological and economic objectives, the primary goals are sustainable reduction of energy costs, energy-efficient production processes, and improvement of the overall economic situation.

To fulfill the environmental goals, environmentally relevant consumption figures, e.g. related to energy, are measured, recorded and reviewed, the required resources and means are provided by the management, and the workforce is actively involved. BMK commits itself to consider the topic of energy efficiency in the procurement of goods, as well as resource conservation in the evaluation.

The realization of the environmental policy is supported by the environmental management system according to EMAS, which means that in the company:

- compliance with the current environmental legislation relevant to BMK is ensured, for example, by separating and labeling waste in accordance with the law,
- all employees receive regular training on environmental protection,
- the energy flows are recorded and the energy consumption is systematically evaluated
- energy-saving measures are planned and introduced and their results are regularly evaluated,
- the environmental aspects are recorded, evaluated and monitored by BMK
- the planning of activities is carried out for the permanent continuous improvement of environmental performance

The business ethics of the BMK Group are based on the **ETI Base Code** (Ethical Trading Initiative):

Our goal is to achieve continuous improvement of these social and labour standards. The BMK Code of Conduct should also be mentioned here in particular.

Within the BMK Group, child and forced labour as well as involuntary prison labour (1.1) is strictly prohibited.

Furthermore, a strict prohibition of racial, gender and religious discrimination exists within the BMK Group. The company does not tolerate any kind of discrimination in hiring, payment, training opportunities, promotion, dismissal or retirement on the foundation of race, national origin, religion, disability, gender, sexual orientation, political or trade union affinity or age of the employees.

The employees of the BMK Group have to abide strictly to the **guidelines of integrity**:

It is prohibited either directly or indirectly to provide, to demand or to accept bribe money and / or unjustified or illegal benefits or to make an arrangement concerning this matter.

Such benefits include illegal commissions, gifts and gratuities, entertainment, promotion and accommodation. Little gifts and grants of low value that conform the normal cultural and social acceptable practices are apart from this regulation.

In the attempt to breach the guidelines of integrity by our clients / suppliers the employee of BMK Group is in bond to inform the superior, the company management or the compliance officer immediately.

A detailed description of the corporate behavior policy guidelines for the BMK employees is summarized in the BMK code of behavior.

Health and Safety protection is part of the self-identity of our company and makes an important contribution to the corporate success.

Healthy employees are an essential prerequisite for effectiveness and with this the economic success of our company and job security.

Therefore health protection on the job, accident prevention and system safety are fundamental aims of our company.

To achieve this aim, we are striving to constantly improve the protection of the health of our employees and improve the plant safety. For this purpose, all our employees are encouraged to contribute actively.

All executives and employees are always in bond to satisfy the legal requirements and the operational standards in industrial safety, to protect their own health and the health of the other employees and to pay attention to all operational actions so that accident and work-related illness are prevented.

The company management is willing to allocate all necessary funds.

All employees are asked to contribute suggestions regarding accident and loss prevention and to improve health care and health protection at the workplace; the corporate management will gladly evaluate and implement these suggestions.