



PRONATEC Code of Conduct

PRONATEC's mission is to supply the food industry with high-quality organic cocoa products, sugar, vanilla and spices and – at the same time – to improve the quality of life of smallholders in the countries of where the products are produced. The smallholder farmers and workers employed at the post-harvest processing including their families should receive a fair price for their products and services. They should be able to lead a dignified life with their earnings and have opportunities to thrive independently. We are dedicated to organically grown and processed products. Organic agriculture helps to improve soil fertility in the producing countries and to protect biodiversity in the long term. We offer our customers tailor-made solutions for their high-quality raw material and processed products sourcing. We guarantee full traceability at all levels in all of our supply chains. We bring our customers closer to the world of smallholders and the growing regions.

PRONATEC is not satisfied with the status quo. We initiate and pursue new projects in order to extend the benefits of fair and environmentally friendly trade and to influence the lives of more and more people in a positive way.

While PRONATEC is taking actions and developing measures to improve its positive impact in all aspects of its direct influence, it is necessary that all partner institutions share the values and participate in the efforts. Our sustainable development policy is described in the sustainability reporting.

This document is a code of conduct for all direct employees of PRONATEC, indirect employees in its subsidiaries, for all its suppliers, commercial partners as well as for its customers. We expect all of them to comply with the following:

- **UN Development Goals and economy of the common good:** Align all their direct actions towards fulfilling the UN Development Goals and aim for a maximisation of the common good.
- **Environment:** Minimise the negative impact of their actions on the environment.
- **Compliance with law:** All actors should comply with the laws in vigour in the place of actions.
- **Food safety and quality:** Ensure food safety and highest possible product quality. Participate in a targeted and effective quality management of the value chain. Avoid unnecessary administrative burden and paperwork within the value chain. Ease the avoidance of food waste generation.
- **Human rights:** Comply with the universal declaration of human rights.

- **Labour rights:** Align with the ILO decent work agenda. No tolerance of child labour, forced labour, modern slavery. Apply working conditions that ensure a dignified livelihood (Adequate salary, working conditions, parenthood and health protection). Ensure the absence of discrimination and allow association.
- **Health and safety:** Provide a safe and healthy working environment. Prevent accidents and injuries occurring within or arising out of the course of work.
- **Discrimination:** No person should be discriminated regarding its gender, race, religion, age, disability, sexual orientation, nationality, language, political opinion, union membership or ethnic origin.
- **Fair and decent cooperation and competition:** All partnerships base on a fair cooperation which allows long-lasting common economic growth basing on mutual trust and transparency.
- **Fair trade principles:** Aim at achieving and holding a fair trade certification.
- **Participation in local development:** All actors are encouraged to actively participate in their region's sustainable development actions and abstain from indecent fiscal engineering methods, even if they are legally compliant.
- **Bribery and corruption:** Active fight against corruption and no tolerance of bribery and exchange of gifts between companies or towards individuals among PRONATEC's employees.
- **Data protection:** No personal data should be collected and stored above the strict minimum necessary for the respective business purpose.