

Springer Code of Conduct (CoC) - for staff -

Applicable to: All staff of the Springer GmbH

The Springer GmbH has set itself the goal of achieving profitable growth and taking social responsibility worldwide. Combining economic objectives with social and environmental objectives is one of its top priorities.

We want to be a responsible, transparent, reliable and ethically correct partner for our business partners. The 'Springer Code of Conduct' illustrates the commitments of all staff members, regardless of their position or rank, to act properly and responsibly in everyday business operations.

Our principles:

1. Compliance with laws

We commit to upholding all relevant laws and regulations, be these at a national or European Union (EU) level, as well as the conventions of the International Labour Organisation (ILO).

2. Protecting human rights

Respecting human rights takes top priority. We always ensure we uphold staff rights, protect their identity, and shield them from reprisals.

3. Forced and compulsory labour

We reject any form of work that breaches human rights. Under no circumstances do we resort to forced or compulsory labour, modern slavery, or human trafficking. All staff must be free to terminate their employment contract by giving appropriate notice.

4. Equal opportunities

The Springer GmbH stands for treating each other fairly and respectfully. No forms of discrimination or harassment will be tolerated.

5. Child labour

The Springer GmbH is responsible for ensuring children's rights are respected.

We will not tolerate any form of child exploitation. Children will never be exposed to dangerous, health-harming or unsafe situations, and must be aged at least 15 at the time of employment.

6. Occupational health and safety

All necessary measures are taken to prevent accidents and health risks, and to ensure workplace safety. We expect our staff to take personal responsibility for maintaining their health. We are constantly further developing the working environment as part of the continuous improvement process. OHS and fire-safety laws are always upheld.

7. Working hours

We commit to complying with the legal regulations and company standards on working hours and legal public holidays.

8. Remuneration and fringe benefits

As a minimum, remuneration and benefits must comply with national laws, and be geared around pay scales in line with industry standards.

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9. Freedom of association and the right to collective bargaining

The Springer GmbH respects staff rights to freedom of assembly and organisation, as well as their right to negotiate collective bargaining agreements. We ensure that staff who take such actions do not suffer any negative consequences.

10. Conservation

We and our staff are obliged to comply with applicable laws and minimum requirements regarding protection of the climate and environment. The following points are particularly important to us:

- Careful handling of resources (incl. raw materials, water and power)
- Avoiding waste and emissions
- Using environmentally friendly materials, and handling chemicals responsibly
- Helping preserve the quality of the water and air

Continuous improvement of the environmental balance sheet is monitored on an ongoing basis.

11. Intellectual property and privacy

We are obliged to treating business secrets and third-party intellectual property as confidential. Measures must be taken to ensure no plagiarism occurs.

Any data received will only be processed in accordance with the applicable privacy laws. The duty of non-disclosure remains in effect indefinitely even after the business relationship has ended.

12. Corruption and bribery

Any form of corruption or bribery is strictly prohibited. Our staff commit to not offering, demanding and/or accepting any gifts, payments, services or invitations which may illegitimately influence a business relationship.

13. Competition law

Arrangements affecting prices or conditions, or other measures illegitimately preventing free competition, are not permitted. We, as a company, rely on fair competition, and duly expect our staff to uphold all applicable national, EU or international acts against restraints of competition.

14. Avoiding conflicts of interests

Staff of the Springer GmbH will not be influenced by financial or personal interests or relationships. Decisions are made solely based on objective criteria.

15. Financial responsibility

Financial responsibility and compliance with the legal accounting regulations and disclosure regulations are a given for us.

16. Export controls and economic sanctions

Applicable laws governing the importing and exporting of goods and services must be strictly upheld, and the sanctions list respected.

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This 'Springer Code of Conduct' has been advised to all staff. It is a permanent fixture of the integrated management system, and is available for viewing at any time.

This document provides the basis for our internal and external activities. We expect our staff to act responsible in this respect.

If the code is breached, the Springer GmbH reserves the right to take disciplinary and/or legal action, depending on the severity.

Stuhr, 24.07.2019

Springer GmbH

			
Uwe Springer (Managing Director)	Stefan Matiszick (Managing Director)	Jens Schröder (Managing Director)	Elena Spin (Works Committee Chair)