

# Third Party Code of Conduct

## Swiss International Air Lines Ltd. ("SWISS")

### 1. Contact details of the Third Party

<u>Company</u>	<u>Contact person</u>
Legal name:	Name:
Street:	Phone:
Zip Code:	Email:
City:	
State:	
Country:	
VAT/Tax number:	
Local trade register number:	

Short description of the content of the contract respectively the services that the Third Party will provide for SWISS (e.g. supplier, general sales agent, intermediary services, etc.):

### 2. Scope

This Third Party Code of Conduct reflects SWISS commitment to conduct its business activities in compliance with applicable laws and regulations and to be guided by integrity. Our customers and the public expect integer business behaviour from SWISS and all parties SWISS deals with, especially from the contractual partners. Whereas SWISS Code of Business Conduct prescribes certain principles to which SWISS commits itself, this Third Party Code of Conduct establishes certain minimum standards which SWISS asks the contractual partners and all employees, agents and subcontractors of the contractual partners ("Third Party" within this document) to respect and to adhere to when conduct business with, for or in relation with SWISS. It is the Third Party's responsibility to train its employees, agents and subcontractors accordingly. By acceptance of this Third Party Code of Conduct, the Third Party commits that all existing and future agreements with SWISS will be subject to the provisions contained herein.

### 3. Compliance with the Law and Improper Advantage

The Third Party must comply with all applicable laws and regulations, including but not limited to anti-corruption laws, such as the Swiss Criminal Code, the EU Corruption Act 1998, and any other similar law (e.g. the U.S. Foreign Corrupt Practices Act). The Third Party must never, either directly or through others, offer or promise any personal or improper advantage in order to obtain or retain a business or other advantage from another third party, whether public or private, whether the activity is related to SWISS or another third party, nor must the Third Party accept any such advantage in return for any preferential treatment of another third party.

### 4. Corporate Social Responsibility

The Third Party must commit to abide to the ten principles of the UN Global Compact. To this end, the Third Party

- supports and respects the protection of internationally proclaimed human rights in its own area of influence;
- ensures that it is not complicit in human rights abuses;
- upholds freedom of association and the effective recognition of the right to collective bargaining;
- is opposed to any form of forced labour;
- is opposed to child labour;
- upholds the elimination of discrimination in respect of employment and occupation;
- supports a precautionary approach to environmental challenges;
- supports initiatives to promote greater environmental responsibility;
- encourages the development and diffusion of environmentally friendly technologies;
- is opposed to corruption in all its forms, including extortion and bribery.

### 5. Labour Conditions

The Third Party shall not use or in any other way benefit from forced, bonded, indentured or prison labour. The Third Party shall ensure that other third parties providing workers or products are compliant with the provisions of this Third Party Code of Conduct or local law whichever is more stringent in its protection of workers. Child labour is strictly prohibited. The Third Party must ensure that its employees work in compliance with all applicable laws and mandatory industry standards pertaining to the number of hours and days worked. The Third Party shall not discriminate in hiring and employment practices on the grounds of criteria such as of race, colour, religion, gender, age, physical ability, national origin, or sexual orientation. The Third Party complies with all regulation of occupational safety and health of the relevant authorities.

### 6. Sustainability and Environment

The Third Party shall continuously strive towards improving the sustainability of its business activities. The Third Party must operate with care for the environment and ensure compliance with all applicable laws and regulations in this context in the country where products or services are manufactured or delivered.

### 7. Audit, Corrective Measures, Indemnification, Termination

SWISS reserves the right to verify the Third Party's compliance with this Third Party Code of Conduct. In case SWISS becomes aware of any actions or conditions not in compliance with this Third Party Code of Conduct, SWISS reserves the right to (i) demand corrective measures, (ii) claim compensation for damages and/or (iii) terminate the agreement with the Third Party.

### 8. Questionnaire

- a) Does any state/public, state-/public-owned or -controlled company, organization or institution, or state/public official hold a 50% or greater financial or other interest in the Third Party's company?

**No / Yes** (if yes, please provide details in a separate document)

- b) Has the Third Party's company or any of its board of directors or management board members (current and past) ever been found guilty by a court or government agency to have violated a law prohibiting fraud, bribery, or corruption, or ever been suspended, sanctioned, or debarred by any government or public international organization (such as the World Bank or United Nations), or are respective proceedings currently ongoing or to be expected against the Third Party's company or any of its board of directors or management board members?

**No / Yes** (if yes, please provide details in a separate document)

- c) Is the Third Party's company owned by or affiliated with a director, officer or employee of SWISS or another Lufthansa Group company (e.g. business, friendship, family or any other close relationship)?

**No / Yes** (if yes, please provide details in a separate document)

The undersigned agrees that SWISS can gather and analyse information on the Third Party's company and its representatives in the course of a Third Party Due Diligence.

We/I hereby accept the regulations of the Third Party Code of Conduct and declare that the information on the Third Party are complete, true and correct to the best of our/my knowledge.

Place, Date:

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Signature:

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Name, function and company stamp:

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