

Company Guidelines

Unternehmensleitlinien FR-QW88en1 18-08-2022

Guidelines of the Company A. Rawie GmbH & Co. KG

Quality

We endeavour to safeguard and continually improve our quality in addition to us upholding and increasing the satisfaction of our customers and expanding our market position.

Our quality objectives are reviewed on an annual basis. New objectives for the following year are determined after these have been evaluated. When planning the Quality Management System, we determine the risks and chances in addition to us planning measures that serve to handle these risks and chances. When planning how we are to achieve our quality objective, we determine what needs to be done, the required resources, who is responsible, when it shall be concluded and how the results can be evaluated.

Context

Changes to our environment can also be connected to chances or risks regarding our success. We therefore pay attention to such changes. We estimate the chances and risks that relate to the changes, determine any measures that might be required and then adopt these.

Possible risks are:

- Economic activities
- Supply of materials
- Competitive situation

Customer satisfaction

We want the customer to be permanently satisfied with us and our services. We see ourselves as being a competent partner for our customers with the objective of us recognising the requirements (including statutory and official requirements) and problems that we then efficiently meet or solve, respectively. The constant contact with our customers enables us to validate the customer satisfaction as regards our services.

Managerial responsibility

The management has defined and announced its quality objectives within the scope of the quality policy. It assumes responsibility for the implementation, upholding, evaluation, and ongoing improvement of the Quality Management System in addition to it making adequate resources and instructed personnel available for this. It imparts the importance attached to the meeting of customer requirements and the legal and official requirements. A member of the management is responsible for quality aspects. The management determines responsibilities and competencies in addition to it having designated a Quality Assurance Manager.

Employees

The employees are our main asset. As a company, we see ourselves as having an especially high degree of commitment to them, as only committed employees that act as entrepreneurs within the company, are able to secure the success and therefore the future, of RAWIE. The employees have the skills and the knowledge that are required for the manufacturing of high-quality products. The training courses that this requires are offered and held. Each individual makes a contribution to the implementation and continued improvement of our Quality Management System and the quality.

Environment

We pay attention to a qualified environmental protection along the entire value-added chain so that we can reduce the environmental impacts that result from our actions further.

We train our employees so that they can complete their tasks in an environmentally friendly manner.

We act in accordance with the environmental legislation and regulations and other resulting legal provisions in addition to us validating acts of law and guidelines in terms of relevance.

Company Guidelines

Health protection and occupational safety

We ensure that accidents are prevented as long as this is within our sphere of influence and that possible health risks are also prevented.

We act in accordance with the occupational safety legislation and regulations that are relevant for us.

We train and instruct our employees and provide the resources that enable them to complete their tasks safely and without impairing their health.

We ensure that our activities and products do not place the health or property of others at risk.

Information

We treat all information that RAWIE and its employees gain knowledge of knowingly or unknowingly, in confidence.

We adhere to all legislation and guidelines in connection with the protection of personal data and data privacy.

We protect and secure our electronic data against unauthorized access both within RAWIE and externally.

We provide our employees with comprehensive information regarding the use and securing of data in addition to information on data protection and data privacy guidelines.

Business partners

We place ourselves under an obligation to deal with our business partners and competitors fairly.

We do not hold any discussions with competitors regarding the contents of offers to the detriment of the customers.

We do not offer employees from customers, suppliers, or public authorities any personal benefits or gifts.

We ensure that employees do not use their position at RAWIE to accept benefits or gifts.

We provide our employees with comprehensive information on dealing with customers, suppliers, and public authorities.

Social responsibility

We adhere to the legislation, directives and guidelines that are issued by legislators and public authorities.

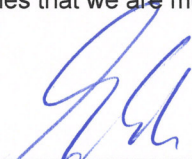
We show respect to all people and respect the dignity of the individual, irrespective of the gender, age, origin, culture, religion, skills and other character traits or opinions.

We do not tolerate any discrimination whatsoever on the part of employees or members of the executive staff. We respect the culture and ethical principles of other cultures.

We are aware of the social responsibility we have for our employees. RAWIE takes this responsibility into account when making all decisions in connection with our business activities.

These Guidelines form the framework for the awareness of the responsibility we have towards our customers, employees, society, and the environment. They form the test criteria for our service that is expected by our customers and society and the resulting activities that we are measured by.

Osnabrück, 18 August 2022


Markus Gehle
Managing Director