

# **BUSINESS PARTNER CODE OF CONDUCT**

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#### 1. INTRODUCTION

Bike24 Holding AG and its affiliated companies within the meaning of sections 15 et seq. of the German Stock Corporation Act ("Bike24" or "Bike24 Group") is a globally active group of companies. Legal compliance, integrity and sustainability are deeply rooted in Bike24's corporate culture. Our Code of Conduct and Compliance Manual reaffirm our enduring commitment to comply with the law, promote justice, respect cultural differences, assume social responsibility and protect the environment and the well-being of the people who work at and with us.

Bike24 expects all business partners to act with the same integrity, fairness, responsibility, honesty and commitment to sustainability. The principles formulated in this Business Partner Code of Conduct ("BPCoC") form an important part of Bike24's business partner selection and evaluation process. The BPCoC is applicable worldwide and addresses both manufacturing suppliers and service providers of all kinds, including consultants, intermediaries and other business partners ("Suppliers"). Bike24 expects its Suppliers to comply with all of the principles and requirements described below, to pass them on to their subcontractors and to work towards ensuring that their subcontractors and sub-subcontractors also comply with these principles and requirements.

#### 2. COMPLIANCE WITH LAWS AND RULES

Bike24's Suppliers shall comply with all applicable laws, rules and regulations in the countries in which they operate and shall take appropriate measures to ensure compliance with such laws, rules and regulations in their business and with their suppliers.

# 2.1. Corruption, bribery, embezzlement and fraud

Bike24 rejects any form of corruption, bribery, embezzlement, theft and extortion and expects the same from its Suppliers. Its Suppliers must comply with applicable anti-corruption laws, including those that address bribery abroad. In particular, Suppliers shall not offer, give or accept bribes, kick-backs or other illegal payments, inducements, gifts, entertainment, favors or other benefits or gratuities of value for the realization of business opportunities or in any way related to Bike24's business activities.

#### 2.2. Conflicts of interest

Bike24's Suppliers make business decisions exclusively on the basis of factual criteria and are not influenced by personal interests and relationships. They shall immediately disclose any actual or potential conflict of interest in connection with their activities for Bike24.

# 2.3. Fair and free competition

Bike24's Suppliers respect fair and free competition and comply with the laws that protect and promote it, in particular the applicable antitrust laws. They do not enter into any anti-competitive agreements with competitors, their suppliers or customers, do not exchange any competition-relevant information and do not abuse any possibly given dominant market position.



## 2.4. Money laundering and terrorist financing

Bike24's Suppliers shall ensure that the respective applicable regulations for the prevention of money laundering and terrorism financing are complied with. They keep financial records and prepare reports in accordance with the applicable laws.

## 2.5. Export control and customs duties

Bike 24's Suppliers pay attention to compliance with all regulations for the import and export of goods, services and information. They fulfil the obligations of the customs and foreign trade laws in all countries of their entrepreneurial activity. In addition, they observe the sanctions lists.

#### 3. HUMAN RIGHTS / FAIR AND SAFE WORKING CONDITIONS

For Bike24, respect for internationally recognized human rights is the basis of all business relationships, in particular the human rights protected by section 2 para. 2 of the German Act on Corporate Due Diligence Obligations in Supply Chains (Lieferkettensorgfaltspflichtengesetz). Bike24's Suppliers undertake to respect the rights of their employees and to treat them in accordance with the guidelines of the international community.

#### 3.1. Prohibition of child labour

Child labour is prohibited. The minimum age for admission to employment in accordance with the applicable legal regulations is observed. If no legal regulations exist, Convention 138 of the International Labor Organization (ILO) applies accordingly. According to this convention, the direct or indirect employment of children under the age of 15 is generally not permitted. Employees under the age of 18 perform work only in accordance with the legal requirements of their country of employment (in particular with regard to working hours and conditions) and in compliance with education and training requirements.

## 3.2. Prohibition of slavery and forced labour

Bike24 does not tolerate slavery, debt or indentured servitude, forced labor or involuntary prison labor - in any form whatsoever - and no human trafficking in the supply chain. Rather, work must always be performed voluntarily. Bike24 expects that its Suppliers do not withhold personal property, passports, wages, training certificates, work or other documents of their employees without material reason.

#### 3.3. Freedom of association

In accordance with local laws, Suppliers must respect the right of their employees to choose freely, without discrimination, threats and intimidation or other retaliation, to join or not to join a trade union / workers' representation of their choice or to form a trade union. Suppliers shall recognize and respect the free activity of trade unions in accordance with the law of the place of employment, in particular the right to strike and the right to collective bargaining.



## 3.4. Equal opportunities and non-discrimination

Bike 24 expects that Suppliers do not tolerate any discrimination or unequal treatment in their own business, in particular due to national or ethnic origin, social origin, race, religion or world view, political opinion, sexual orientation, trade union activities or as a result of age, state of health, gender or any disability.

## 3.5. Occupational health and safety

Suppliers shall ensure safety and health protection in the workplace at least within the scope of the respective applicable laws. Bike24 requires from the Suppliers the avoidance of occupational accidents, health hazards as well as work-related illnesses of employees.

### 3.6. Violence and harassment in the workplace

Bike 24 does not tolerate violence in the workplace, neither in its own business nor in the supply chain. This includes direct or indirect threats, threatening behavior, intimidation, physical attacks and any form of harassment.

## 3.7. Fair pay and working hours

The Suppliers of Bike24 shall ensure an appropriate remuneration of their employees, which at least corresponds to the statutory minimum wage regulations of the place of employment. In the absence of such regulations, remuneration shall be based on the remuneration and benefits that are customary in the industry and in the place of employment. Working hours shall be at least in accordance with the applicable laws or industry standards of the respective national economic sectors. The International Labor Standards on the limitation of working hours and rest periods of the International Labor Organization must be observed throughout as a minimum standard.

#### 4. ENVIRONMENTAL PROTECTION

Bike24 assumes responsibility for making its business activities as environmentally friendly as possible and expects the same from its Suppliers. Bike24's Suppliers ensure compliance with the environmental and energy laws applicable to them, use natural resources sparingly and minimize environmental pollution in their production processes and products. They ensure the environmental compatibility of products and manufacturing processes and contribute to the reduction of emissions and of energy and water consumption. They ensure compliance with the legal requirements for waste disposal and for the storage and handling of hazardous substances.

#### 5. PRODUCT CONFORMITY AND SAFETY

For Bike24 it is not only a legal obligation, but its own claim that both the products manufactured by Bike24 itself and the products distributed by Bike24 comply with applicable legal and official regulations as well as internal standards. This requires that Bike24's Suppliers, for their part, develop, manufacture and deliver products that meet the respective state-of-the-art requirements regarding product integrity, conformity and safety. Bike24's Suppliers shall comply with the applicable product safety, regulatory and technical provisions and specifications in the country of manufacture, assembly and use, in particular with the applicable laws concerning the safety, labelling



and packaging of products and the use of hazardous substances and minerals. They shall ensure that all products and services upon delivery meet the contractually specified criteria for product conformity, safety and guality and can be used safely for their intended purpose.

# 6. DUE DILIGENCE OBLIGATIONS REGARDING SUPPLY CHAINS AND MINERALS FROM CONFLICT AND HIGH-RISK AREAS

Bike24 expects its Suppliers – as it is done by Bike24 - to implement appropriate and effective due diligence and risk management processes to identify, prevent and mitigate risks for human rights violations and environmental impacts in their supply chains, including appropriate grievance mechanisms and reporting based on the United Nations Guiding Principles on Business and Human Rights, the German Act on Due Diligence Obligations in Supply Chains and other relevant laws and guidelines. Suppliers undertake to comply with all applicable laws relating to due diligence along the supply chain.

As part of its general due diligence obligations along the supply chain, Bike24 expects its Suppliers to be aware of applicable legal requirements regarding minerals from conflict-affected and high-risk areas, to ensure compliance with these laws in accordance with the "OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas", and to avoid any minerals sourced from conflict-affected smelters as part of their business relationship with Bike24. Upon request, Suppliers shall provide Bike24 with information regarding smelters or refineries used by them or their subcontractors for minerals such as cobalt, tin, tungsten and gold.

## 7. COMPLIANCE WITH THE BPCOC BY SUPPLIERS

# 7.1. Obligation of the Suppliers

By signing this BPCoC, Bike24's Suppliers undertake to comply with its provisions. They shall ensure that their employees know and comply with the principles of conduct regulated therein and support them in acting lawfully and with integrity. Furthermore, the Suppliers undertake to ensure compliance with the principles and obligations regulated in the BPCoC by means of corresponding contractual requirements vis-à-vis their direct suppliers and to oblige them to pass on the obligation to comply with the principles along the supply chain relevant for Bike24 to their direct suppliers.

#### 7.2. Control mechanisms

Suppliers support Bike24 in the implementation of statutory and other due diligence processes through active participation in related initiatives, e.g. self-assessment questionnaires.

Bike24 reserves the right to request further information in individual cases with regard to compliance with the laws and the requirements listed in the BPCoC and to check compliance - at most once per calendar year, unless there is a justified reason for inspection - after prior notice and within the usual business hours at the Supplier's premises or by external experts on site in accordance with the respective applicable legal provisions. During each inspection, the justified confidentiality interests of the Supplier shall be taken into account and business processes shall not be impaired as far as possible.



## 7.3. Measures in case of infringements

Bike24 considers compliance with the principles contained in this BPCoC as essential for the respective contractual relationship. If Suppliers significantly violate the principles and obligations contained in this BPCoC, Bike24 shall be entitled - without prejudice to any other contractual remedies - to terminate the business relationship with the Supplier by extraordinary termination in accordance with the statutory provisions applicable to the contractual relationship (in particular on setting deadlines and issuing warnings). It shall be at Bike24's discretion to refrain from a termination and to instruct the Supplier to immediately prepare and implement a concept to terminate or minimize the violation and to avoid future violations. During the period of implementation of the concept, Bike24 shall be free to temporarily suspend the business relationship.

# 7.4. Complaints mechanism

Title:

Bike24 encourages anyone who identifies violations of the provisions of this BPCoC to report them to Bike24's Compliance Officer. Notification may also be made through Bike24's whistleblowing system via

https://bike24.integrityline.com/frontpage.

Place/Date:
Company:

Signature
Name: