
Code of Conduct

Version 1.0 - English

THOUGHTS
ONLINE
COMMUNITY
BUSINESS
CONCEPTS
GENDER
SEARCHING
PEOPLE
DATA
GROWTH
TEAM

INTEGRATED FUTURE
DEVELOPMENT
PRODUCTION
COOPERATION
SALES
GLOBAL
STOCK MARKET
INNOVATION
CONCEPTS
PROFIT
CONNECT
IDEA
MOTIVATION
STRATEGY
INTERNATIONAL
FUTURE
DATA
IDEA
ONLINE
INVESTMENT
FUTURE
SALES
INTERNATIONAL
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ADVICE
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DIVERSITY
INCLUSION
EQUALITY
TEAMWORK
ANALYSIS
LIFE
DIVERSE
PLANS
GROWTH
CONCEPTS

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ADVICE
DATA
SHARES
PROFIT
CONCEPTS
TEAM
PLAN
TEAMWORK
CONNECT
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STRATEGY
MARKETING
PEOPLE
DECISION
VISION
SALES
DATA
TEAM
PLAN
COMMUNICATION
DATA
MANAGEMENT
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EXPERTISE
CONNECT
IDEA
PLANS
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PEOPLE
SHARES
CONNECTION
BUSINESS
TEAM
PEOPLE
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DEVELOPMENT
PLANS
DATA
NETWORK
GROWTH
BUSINESS
IDEA
PLANS
CONCEPTS
TEAM

Dear Colleagues,

Here at Gerresheimer, we have a clear vision:

„Innovating for a better life“

Our corporate culture is based on our TRIBE values: teamwork, responsibility, integrity, bold innovation and excellence. It is also characterized by entrepreneurial spirit and the pursuit of continuous improvement in how we serve our customers and make a difference for society.


Focusing on our mission, values, and cultures puts us in a position to successfully roll out and embody our formula G strategy process. We are transforming Gerresheimer into a growth company that is an innovation leader and a provider of solutions and systems with a consistent focus on sustainability.

This Code of Conduct defines our TRIBE values in greater detail and outlines how we view our corporate culture by setting binding guidelines. A commitment to compliance and integrity on the part of all Gerresheimer employees is part of our value-based performance culture and is essential to the success of our formula G strategy process.


We, the Gerresheimer Management Board, stand for this culture of values. We look forward to shaping the future of Gerresheimer in partnership with the management team and everyone who works for the company.

The Management Board




Dietmar Siemssen
Chief Executive Officer




Dr. Bernd Metzner
Chief Financial Officer




Dr. Lukas Burkhardt
Member of the Management Board



Content

Living the TRIBE Values	1
Our Code of Conduct and what we expect of you	3
Who does the Code of Conduct apply to?	3
How do we enforce the Code of Conduct?	4
What we expect of our employees	5
How does our Code of Conduct help you?	6
Who can help you?	7
How to deal with violations of the Code of Conduct?	8
What can you do if you become aware of violations or unlawful behavior?	9
How do I make the right decision?	11
We respect human rights and take our social responsibility seriously	13
Protection against child and forced labor	13
Diversity and equal opportunities	14
Working conditions	16
Employee development	17
Employee representation and the right to collective bargaining	18
Occupational health and safety	18
Environmental protection	20
Protecting local communities and our stakeholders	22
We follow ethical business practices	25
Proper accounting and reporting	25
Taxes and duties	26
Ban on insider trading	27
Fair competition	28
No corruption	30
Protecting against money laundering and financing terrorism	32
We play by the rules of international trade	33
Data protection	34
Information security	36
Protecting intellectual property and assets	37
How to deal with conflicts of interest	38



Living the TRIBE Values

The Gerresheimer TRIBE values guide our actions and are the basis for our Code of Conduct:

T

TEAMWORK We believe that connecting people and working in global teams is crucial to achieve our ambitious goals.

R

RESPONSIBILITY We act as entrepreneurs and deliver on our commitments.

I

INTEGRITY We believe in honesty, openness, trust, respect, and reliability in all we do.

B

BOLD INNOVATION We believe that innovations drive our future success.

E

EXCELLENCE We believe we must strive for excellence in everything we do.



Our Code of Conduct and what we expect of you

At Gerresheimer, our actions are value-based, responsibility, and foresight. The Code of Conduct provides us with an ethical set of guidelines for the entire Gerresheimer Group that builds on our TRIBE values.

Who does the Code of Conduct apply to?

The Code of Conduct applies to all executive bodies, managers, and employees at all Gerresheimer companies. For improved legibility, we will refer to all three groups as “employees” throughout this document. Executive bodies and managers will be addressed separately if there are additional rules in place just for them.

Gerresheimer companies are Gerresheimer AG and all of the Group companies that they control either directly or indirectly. The management of a Gerresheimer company with a stake in a joint venture must enforce the Code of Conduct at the joint venture. Alternatively, a comparable value-based system should be applied. This option may be exercised if the company holds a minority stake in the joint venture, for example.

This Code of Conduct does not apply to business partners of Gerresheimer companies. We expect our employees to select business partners diligently and in the sole interest of Gerresheimer at all times. We also expect our employees to oblige any relevant business partners to comply with our Supplier Code of Conduct.

How do we enforce the Code of Conduct?

Management staff at all Gerresheimer companies are obliged to enforce the Code of Conduct in their area of responsibility. A particular part of that is consistently centering business processes around the Code of Conduct.

The introduction of the Code of Conduct will be accompanied by global media activities across all Gerresheimer companies. The existing training program will be expanded to cater to elements of the Code of Conduct.

Enforcement of the Code of Conduct will be regularly reviewed by Group Internal Audit as part of its periodic audits.

What we expect of our employees

We expect all of our employees:

to familiarize themselves with the Code of Conduct.

to put the requirements and values of the Code of Conduct into practice in each and every business transaction.

to clarify questions surrounding the Code of Conduct before they make any decisions.

From executive bodies and managers we expect in addition:

to know the risks of their area of responsibility.

to organize their department so that the Code of Conduct is put into practice in every business transaction. This includes centering business processes around the Code of Conduct, keeping these processes up to date, and championing compliance with the Code of Conduct among those working under their stewardship.

How does our Code of Conduct help you?

The Code of Conduct offers employees practical guidance on how to behave with integrity. It takes the TRIBE values, particularly integrity, and formulates expectations and instructions. You will also find references to further sources of information that can help you act in the right way.

In some areas, there are additional guidelines and instructions to further specify the Code of Conduct. These specific guidelines can be found in the *g connect* wiki under Policies Guidelines Manuals.

Considering the diversity of our business and the legal requirements we must adhere to, this Code of Conduct cannot cover every eventuality. It serves as global guidance on how to behave with integrity.

If stricter legal requirements are in place, these always take precedence over the Code of Conduct. If legal requirements are not as strict as the Code of Conduct, the stricter rules in the Code of Conduct apply.

Who can help you?

Plenty of people are available to talk to if you have any questions about this Code of Conduct or generally regarding correct behavior.

your manager or the manager of the department concerned

the Human Resources and Legal departments at Gerresheimer

Group Legal & Compliance

Use the **“How do I make the right decision?”** section to develop your actions with integrity in harmony with the Code of Conduct.



How to deal with violations of the Code of Conduct?

We have a zero-tolerance policy towards violations of the Code of Conduct. We stop violations as far as possible. We work them up, review our processes to identify weaknesses, eliminate them and punish violations appropriately.

Avoid all breaches of the Code of Conduct and even creating the impression that you may have violated it. This Code of Conduct is a rulebook on how to behave correctly and offers plenty of guidance.

Gerresheimer shows zero tolerance to violations of the Code of Conduct and reserves the right to take appropriate disciplinary action in accordance with applicable labor laws in the event of any severe contraventions.

What can you do if you become aware of violations or unlawful behavior?

Integrity is the cornerstone of our long-term success. Integrity is particularly important to us. That's why we do everything in our power to prevent Gerresheimer and its shareholders, employees and business partners from taking a hit.

We expect our employees to notify us as soon as possible of any serious breaches of the law, our Code of Conduct and our internal guidelines and instructions. We encourage everyone – inside the company and out – to contact someone at Gerresheimer in complete confidence if they are aware or have reasonable suspicions that someone is violating Code of Conduct or the law (see also the “Who can help me?” section).

We also have a secure external whistleblower system that anyone can use to anonymously (if permitted in the respective country) report severe violations of the Code of Conduct and unlawful behavior. Further information is available at:

www.gerresheimer.com/en/company/investor-relations/corporate-governance/compliance

You can access our whistleblower system at:

www.bkms-system.net/gerresheimer

All information reported to us is treated with the strictest confidentiality. Whistleblowers will not be disadvantaged in any way if they have reported their concerns in good faith.



1 Is the behavior in line with our value of integrity?

You must act in accordance with the law and our internal regulations (e.g. Code of Conduct).

2 Am I allowed to act in this way?

If a business process requires dual-control approval, you are not permitted to make a decision on your own.

3 Am I clear on the risks associated with my behavior?

Think especially about the risk of criminal acts and the damage they could have on Gerresheimer's reputation.

4 Am I setting a good example by behaving in this manner?

Acting with integrity is a minimum requirement.

5 Would I be confident that I have behaved correctly if my actions were to become public knowledge?

If in doubt,
ASK!

How do I make the right decision?

Our Code of Conduct does not offer specific instructions for all conceivable eventualities. The **“How do I make the right decision?”** checklist can help you to make the correct choice. Only if you can answer all questions clearly and objectively with **YES** is there an indication that what you plan to do is correct.

You can also ask the people listed in the “Who can help me?” section for support.



Example

You notice that colleagues are continuously giving employees under the age of 18 menial tasks, such as carrying heavy loads.

Don't turn a blind eye in such situations! There may be an indication of child or forced labor here.

We respect human rights and take our social responsibility seriously

We treat our employees, business partners, and other stakeholders with dignity and are committed to protecting the environment. We expect our employees to put the same level of respect into practice in every business process, particularly in our production and supply chain operations.

ADDITIONAL INFORMATION

Supplier Code of Conduct

Protection against child and forced labor

We strive to protect children's physical and mental development, which is why we respect children's rights to education and advancement. We condemn all forms of child labor everywhere, not least in our supply chain.

We show zero tolerance to forced labor, enslavement, and human trafficking. We deplore violence and respect local laws concerning minimum working ages for permitted occupations.

Diversity and equal opportunities

We respect and appreciate those around us and foster diversity as an important factor in our success as a business. We place great importance on a working environment in which people from a wide variety of backgrounds and with diverse preferences, abilities, and disabilities feel valued so that they can work together successfully.

We prohibit all forms of discrimination, harassment, and abuse and are committed to maintaining a diverse, respectful, and open culture.

We make recruitment decisions on the strength of qualifications and skills and not based on skin color, gender, age, disability, union membership, religion, marital status,

sexual orientation, gender identity, ethnic or social background, or any other improper characteristics.

We reject all forms of behavior that create an offensive, hostile, or intimidating working environment. We challenge all forms of harassment, including of a sexual nature, and psychological or physical abuse.

Example

Foreign employees experience insulting behavior from colleagues in the workplace. Insulting behavior could be the use of curse words to discriminate against certain groups of people.





Working conditions

We take all reasonable steps to guarantee appropriate and fair employment and working conditions both at our own operations and throughout the supply chain.

Our employees have the right to appropriate and fair pay. We respect local minimum wage and maximum working hours laws. We at Gerresheimer work on the basis of local laws as a minimum requirement as well as terms agreed under collective bargaining agreements.

Example

You observe someone at work taking on an above-average workload, resulting in them consistently and repeatedly working excessive hours.

This may be an indication of a breach of maximum working hours regulations.

Employee development

The individual strengths of each and every employee are paramount to our success as a business. We value and promote the development and enhancement of employees' skills within the given economic framework.

Our employee development programs are planned over the long term, and feature annual employee reviews and specific training tailored to particular target groups. Our primary aim here is to retain our pool of specialists and management personnel and pool expertise, skills, and competencies in a targeted manner. The best possible individual support is provided on a case-by-case basis.

Employee representation and the right to collective bargaining

We are committed to upholding employees' rights to form or join trade unions and to engage in collective bargaining without fear of discrimination. We take an open and solution-oriented approach to our work with employee representatives, based on respect and trust.

We take our employees' interests seriously and are careful to take them into account in our business activities. We give our employees the freedom to organize their own representation. Exceptions to this rule are Gerresheimer locations without employee representation or where rights to appoint employee representatives is restricted by law.

Occupational health and safety

Occupational health and safety is essential in achieving our goal of being a responsible market-leader for health and well-being solutions. The health and safety of our employees is extremely important to us. Our ambition is to be free of work-related injuries and illnesses.

We foster a safety-first culture to prevent accidents, risks, and dangers in the workplace. Our processes help to minimize the frequency and severity of critical safety incidents. We review and monitor our occupational health and safety performance on a continual basis.

All accidents can be prevented, no matter how small. We expect all of our employees and business partners to comply with the law, health and safety regulations and corporate guidelines and procedures. If you notice or suspect unsafe working conditions, threats, or unusual activity or situations, you must notify a member of management immediately.

Each and every one of us bears the responsibility and authority to intervene if we notice a contravention of these rules or consider a situation to be unsafe. All management personnel undertake to act as role models and ensure that all employees are fully up to speed about the proper procedures, legal requirements, risks, and protective measures.

Gerresheimer management must ensure that responsibilities for occupational health and safety have been allocated, transferred, and publicized at all levels of the company.

Example

You observe colleagues carrying out maintenance, repairs, or lubrication work to a system without deactivating the system first and securing it from being switched back on accidentally. The colleagues are also not wearing the requisite personal protective equipment, such as gloves and protective goggles.

Approach the employees straight away and let them know that what they are doing is not safe. Work towards making sure that the necessary safety regulations are complied with before the group of colleagues continue with the activity. If they refuse to continue the task safely, notify the next available manager as soon as possible.

Environmental protection

We consider the responsible management of the environment to be fundamental to our business activities. We are aware of our responsibility to the generations to come and protect the environment and conserve resources as a matter of principle. We strive for continuous improvement with regard to environmental protection. All of our employees share our responsibility in meeting this objective.

As a result, all employees are obliged to use natural resources such as air, water, and soil sparingly and in accordance with legal requirements. Waste should be disposed of in line with legal provisions. Production facilities should be constructed, operated, modified, and expanded within the scope of the rules and regulations surrounding building permits.

Example

Think about what you can do to help protect the environment where you work. From administration to production, anyone can help to protect the environment – from selecting a certain mode of transport for business travel and choosing not to print out documents to switching lights off and using our suggestion system. Areas where you can have an impact include reducing waste, cutting energy and water usage, and more.

Question established behaviors and report violations of the Code of Conduct immediately.

Our Gerresheimer Environmental Standard contains further details on expectations.



Protecting local communities and our stakeholders

We are good neighbors to those who live in close proximity to our locations. We are transparent in our communications and actively seek dialog.

As part of our sustainability goals, we expect each location to engage with the local community each year in the areas of health and well-being or education. We strive to avoid impacting on quality of life for local communities by protecting our environment and upholding social standards. We inform our customers of the designated use and potential effects of our own products on the environment and the people around us, in line with legal requirements. We expect all employees to work constructively with authorities, if applicable.

Example

As a company, we are responsible for ensuring that we have no impact on our local neighborhoods. If you become directly or indirectly aware of soil, air, or water pollution caused by hazardous emissions, for instance, you must report it immediately to the respective management team so that the damage can be limited and evaluated and the potential risk assessed.

Our customers and other stakeholders should be notified truthfully of matters relating to environmental protection, if necessary with the involvement of colleagues who are experts in the matter. This also applies to communications regarding the environmental aspects of our products.





We follow ethical business practices

Proper accounting and reporting

The only way we can foster and maintain trust among the general public, on the capital market, and with our shareholders and business partners is through proper accounting and accurate financial reporting.

We follow the legal frameworks for proper accounting and reporting to the letter of the law. Transparency and accuracy are particularly important, which is why we prepare our financial statements in accordance with local and international accounting standards. Our financial reporting always gives a true and fair view of the net assets, the financial position, and the results of operations of the Gerresheimer Group.

Taxes and duties

We carry a social responsibility and are aware of our obligations to pay taxes and duties. We are committed to complying with applicable national and international legal requirements.

Safeguarding this compliance is a system of structures and processes to ensure that Gerresheimer companies calculate taxes and duties due in relation to our business activities correctly, on schedule, and in full and pay them to the relevant authorities.



Ban on insider trading

As a listed company, maintaining the trust and confidence of shareholders and investors is pivotal. We strictly adhere to laws against market misuse as well as our internal regulations and processes to prevent insider trading. We maintain up-to-date insider lists of employees with access to possible inside information about Gerresheimer. We explain to these employees the obligations resulting from their access to inside information and what can happen if they break the rules.

Inside information is specific information that is not known to the general public concerning issuers (e.g. Gerresheimer AG) or financial instruments (e.g. shares in Gerresheimer AG or Gerresheimer AG bonds) that could significantly influence the price of those financial instruments or associated derivative financial instruments if it were to be disclosed to the general public.

Example

You receive information that has clearly been sent to you mistakenly regarding the imminent closing of a deal to acquire a highly valued start-up. The company could be a fantastic addition to our portfolio. There has been no coverage of the deal in the press. According to the information you received, the capital market should respond extremely positively to the acquisition.

This example indicates matters that are capable of influencing the share price of Gerresheimer AG. You are not permitted to share this information with anyone, or use it for your own benefit (e.g. to acquire shares in Gerresheimer AG). Report to Group Legal & Compliance in such a case to find out what to do next.

Fair competition

We are committed to fair competition and respect the laws that uphold it. Anti-competitive behavior can have a major impact on our outstanding reputation. Not only that, contraventions of antitrust law can also result in hefty financial penalties and punishments.

We expect all of our employees to comply with the rules of fair competition. This is particularly critical when interacting (e.g. at trade fairs or industry association meetings) with companies who we are competing with for the same customers. As a result, suppliers and customers (distributors) can also be our competitors.

If a business partner is a competitor, all agreements or arrangements with the aim or effect of blocking or restricting free competition are prohibited.

If we hold a market-leading position, we adhere to rules preventing companies from abusing such positions. Your Gerresheimer company is assumed to have a market-leading position if it is capable of enforcing prices or terms for a product or group of products independently. A market-leading position can also arise in an oligopoly, where three competitors hold more than 50 % of overall market share. If you suspect that your company may hold a market-leading position, contact Group Legal & Compliance, who will look into the matter and decide on what to do.

ADDITIONAL INFORMATION

- *Corporate Guidelines on Antitrust Law*
- *Additional Instructions on Antitrust Law*

Example

While shopping, you meet a former colleague who now works for a competitor. He talks to you about the current problems on the market for the products that he and you both sell. He suggests that you could both get together to think about some potential solutions.

You are not permitted to talk about these and similar subjects, either in a work setting or outside of the workplace. Let the person talking to you know that you cannot go into the matter and bring the conversation to an end. Let Group Legal & Compliance know and talk to them about how to proceed.

Do not engage in any discussions with competitors about sensitive, business-related information. In particular, never enter into agreements or arrangements with competitors on the following matters:

- prices, price components, discounts, revenues, margins, and terms and conditions
- the distribution of markets, customers, or areas, and the submission of offers in requests for tender
- capacity or production restrictions

No corruption

We do not tolerate any form of corruption. We do not grant public officials – people with official roles in public administration, legislature, or the judiciary – any favors. People who perform tasks on behalf of a government, including publicly owned companies, (e.g. procurement managers for state-owned healthcare) can also be public officials.

We do not offer or grant existing or potential customers (even those who are not public officials) any gratuities or other benefits to improperly influence business in our favor.

We do not use third parties (e.g. intermediaries) to exert influence on public officials and other existing and potential customers on our behalf.

We only make decisions on objective, verifiable grounds in the interests of Gerresheimer. In particular, we do not accept any gratuities from suppliers or third parties that may influence our decisions about offers.

ADDITIONAL INFORMATION

- *Corporate Guidelines on Combating Corruption*
- *Additional Instructions on Combating Corruption*

Example

You are working on an offer for a potential customer in the pharmaceutical industry, which has close links to the government. This customer is looking to select the best supplier by organizing a request for tender. Shortly before submitting your final offer, a consultant boasting of excellent contacts to the decision makers contacts you offering to influence the tendering process in your favor. In return, the consultant proposes that he receives around 5 % of the order volume as a fee.

This example contains strong indications of corruption. In this case and other, similar scenarios, you must not accept the consultant's offer under any circumstances. Contact Group Legal & Compliance and discuss what to do next.

Make sure you do not offer public officials any indirect benefits either (e.g. money and non-cash benefits such as vouchers, invitations, tickets to events, travel, discounts, individual price reductions).

Protecting against money laundering and financing terrorism

We only want to do business with reputable and trustworthy business partners, who pursue lawful business activities utilizing operating resources originating from legitimate sources.

We do not want to be misused for money laundering and terrorism financing purposes. Money laundering is the act of concealing illicitly acquired assets and converting them into legitimate funds. Terrorism financing is when funds are provided for terrorist acts or in support of terrorist organizations.

We combat all forms of money laundering and terrorism financing. We take a variety of measures – some automated – to ensure that we do not become involved in money laundering or the financing of terrorism. We also do not accept cash payments.

Example

A customer makes an excess payment and requests that the reimbursement be transferred to an account held with a bank in a country different to the country in which the customer's business is registered.

Ask the customer to explain the difference between the account from which the excess payment was made and the account you are being asked to credit with the reimbursement. Report the situation to Group Legal & Compliance and discuss how to proceed.

We play by the rules of international trade

We do business on a global scale and must adhere to countless national and international regulations limiting trade and concerning sanctions. Restrictions on trade can include outright bans or the need to obtain approvals for exports. The limitations can affect imports, exports, domestic trade, goods, technologies, software, and services.

We have defined a range of rules and processes, both manual and automated, to ensure that we comply with all relevant trade restrictions. We expect all employees to adhere to these rules and processes, too.

ADDITIONAL INFORMATION

Corporate Guidelines on International Trade

Example

You find out in the newspaper that restrictions have been imposed on trade with a country in which one of your customers is based.

Stop the current business transaction with this customer and clarify the relevance of the trade restrictions on the transaction.

Data protection

Protecting the personal data processed at Gerresheimer is crucial. We expect that all employees comply with applicable data protection regulations at all times.

We receive personal data from business partners, employees, investors, and authorities as part of our business activities. We can only collect, store, process, and use this personal data if we are permitted to do so by law.

If we do process personal data, employees must ensure that all data protection requirements applying to the respective Gerresheimer company are respected and adhered to in their area of responsibility.

We also comply with the security measures implemented by Gerresheimer to provide an effective level of protection of the processed personal data. We also guarantee that all those whose personal data we process are able to exercise the rights they are entitled to under data protection law.

ADDITIONAL INFORMATION

The Privacy Policy and the associated additional instructions that are applicable at your Gerresheimer company

Example

If employees send personal data to colleagues or others outside the company, or allow them to access or become aware of personal data by electronic means, it must always be clarified in advance whether the recipient is even permitted to be in possession of this personal data.

Employees must make sure as part of their everyday activities that personal data entrusted to them is always shielded from unauthorized access.

If in doubt, employees should liaise with their manager and seek expert advice, from the data protection officer of the Gerresheimer company in question, for example.



Information security

Information security is a key quality criterion in all data processing. Significant strategic and operating business processes at Gerresheimer companies are supported by the use of information technology.

We aim to safeguard the availability of systems and data in a way that minimizes downtime to the greatest extent possible. We strive to protect the integrity and confidentiality of our business partners' sensitive data and personal information.

Example

You receive an e-mail from an unknown sender, referring to supposed unpaid invoice, which is included as an attachment.

Do not open this attachment. Contact your local IT department straight away to find out what to do next.

Protecting intellectual property and assets

Gerresheimer has outstanding technologies, ideas, and trademarks. We continue to craft our excellent reputation, day in, day out. It is the cornerstone of our success as a business and it is vital that we protect it, to ensure that we remain successful in the long term.

We must also utilize our technologies, ideas, and trademarks as best we can. This applies to all intellectual property rights, including trademarks, patents, know-how, and trade secrets. It is also important that we respect the intellectual property of others and do not impinge on third-party rights. Violations of the Code of Conduct jeopardize our excellent reputation and our ability to do business. Alongside its intangible assets, Gerresheimer also possesses tangible, electronic, and financial assets. We expect all employees to treat our assets with care and solely in the interests of Gerresheimer.

Example

At the copy machine you come across some designs for innovative products that are marked "strictly confidential."

Gather up the documents and look for the person who left them there. Do not use the documents for any other purpose and, in particular, do not make any copies of the documents.



How to deal with conflicts of interest

A conflict of interest can result in business decisions not being made in the interests of Gerresheimer. A conflict of interest is when an employee's personal affairs (e.g. friendly relations with a potential supplier) clash with the interests of Gerresheimer.

We respect our employees' private lives, but we expect our employees to ensure that their personal interests do not impact on the business decisions they must make on behalf of Gerresheimer.

Notify your manager immediately if you feel that your personal interests or relationships may impact decisions made at Gerresheimer, even if you are only working in a preliminary capacity (e.g. supplier research).

We expect employees who disclose such a conflict of interest to be removed from the decision-making process.

Example

You require external support for a particular project and are researching potential service providers. You find that a service provider who you exercise with has the best expertise in the field and the most attractive offer.

Even though the offer from your sports buddy looks appealing, you must disclose your personal link to this service provider to your manager. You should be removed from the remaining supplier selection process.

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Gerresheimer AG.



gerresheimer

innovating for a better life