IPSP GmbH

Innovative Paint Shop Provider

Code Of Conduct

Our responsibility

As an internationally active company, IPSP GmbH - hereinafter referred to as IPSP - delivers reliable, innovative, and sustainable solutions in plant engineering.

IPSP stands not only for excellent products, but also for values such as compliance with the law, adherence to rules and guidelines, and respect for fundamental ethical values always and everywhere.

Social responsibility towards employees and business partners, the preservation of the environment and the conservation of natural resources are given high priority in our corporate activities.

The present Code of Conduct summarizes the principles of the entrepreneurial actions of IPSP and serves the employees as a basis for their daily work in dealing with colleagues, suppliers, customers and competitors. The Code of Conduct is supplemented by internal guidelines, employment contract agreements and other binding provisions of the legal system.

To whom does the Code of Conduct apply?

This Code of conduct is the basis of all business relationships for the equipment produced and goods and services purchased by IPSP and includes all business partners.

All employees must respect the Code of Conduct, legal requirements and other binding regulations of the jurisdiction in which they operate and implement them in their daily business activities.

Managers act as role models and bear particular responsibility for actively implementing the Code of Conduct. This includes, among other things, setting a good example and issuing precise, complete and binding instructions to employees, particularly with regard to compliance with legal requirements.

We also expect our business partners to conduct themselves in accordance with IPSP’s Code of conduct and to comply with applicable contractual provisions.

Violations of our requirements for ethical and compliant behavior may result in the termination of the contractual relationship.

Confidential contacts for violations

Any manager or human resources (HR) person may be approached or informed by employees and also business partners to report a violation of the Code of Conduct. Confidential treatment of the report is mandatory for the person approached. Further processing of the violation is to be handled neutrally and independently of the person.

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IBAN: BE49 9057 4783 7671
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Our responsibility to society

Ethical principles

IPSP's ethical principles are based on loyalty, respect for fellow human beings, transparency and refusal to engage in corruption and unfair competition. IPSP is committed to providing equal opportunities to all equally qualified employees regardless of race, origin, creed, views, gender, sexual orientation or age. IPSP rejects discrimination in any form.

Human Rights

The United Nations Universal Declaration of Human Rights and the European Convention for the Protection of Human Rights and Fundamental Freedoms state the requirements and expectations of the international community with regard to respect for and observance of human rights.

IPSP fully recognizes international human rights and ensures that it is not complicit in human rights abuses. Respect for human rights, protection of personal rights and respect for each other's privacy and individuality are our highest fundamental principles.

Child Labor

IPSP condemns child labor and complies with laws and regulations regarding the minimum age for admission to employment and work. All customers and suppliers are required to comply with the recommendation from the ILO- Conventions regarding the minimum age for employment or labor use of children.

Non-discrimination

IPSP is committed to equal opportunity and fosters a work environment of respect and tolerance, where the value and dignity of each individual is recognized and all employees treat each other with courtesy, honesty and dignity.
We do not tolerate any discriminatory behavior towards employees or applicants on the grounds of ethnic origin, nationality, gender, marital status, age, disability, religion or belief, political opinion, social origin, sexual orientation, skin color or any other grounds covered by the prohibition of discrimination.

Employees are selected, hired and promoted on the basis of their qualifications and skills.

Harassment, bullying and sexual harassment

Harassment, bullying and sexual harassment are prohibited

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Environmental protection

Every production activity involves the use of natural resources. IPSP aims to minimize environmental impact by using natural resources sparingly and avoiding or minimizing the generation of residues, waste, polluting emissions and wastewater. In order to achieve this, the companies use the best possible technology, insofar as this is economically justifiable, as the preservation of the natural environment as the basis of life for future generations is a special concern for IPSP. The companies are committed to complying with all existing environmental laws and regulations and expects the same from all employees and business partners.

The companies are committed to continuous improvement in environmental protection, energy efficiency, occupational health and safety, and social responsibility. IPSP maintains a certified management system that is continuously adapted.

Environmental protection is a matter of concern to IPSP, and we therefore take care to minimize environmental risks and negative impacts on the environment by taking precautionary measures. These measures include

- reducing energy consumption and greenhouse gas emissions,
- keeping the air clean and thus improving air quality
- the management of natural resources
- the prevention of waste.

IPSP pays attention to compliance with applicable national environmental laws, regulations and standards.

In this context, we also expect our suppliers to take appropriate account of climate protection in their own operational activities, e.g. by setting climate protection targets and implementing them accordingly.

Donations and charity

IPSP makes donations (i.e. contributions on a voluntary basis without consideration) with the aim of positively shaping our reputation and public perception. In order to avoid conflicts of interest and to ensure consistent behavior within the company, donations are only possible within the framework of the respective legal system.

IPSP grants monetary donations to social institutions and aid organizations.

Our responsibility to employees

IPSP complies with all applicable national laws and mandatory industry standards on working hours, overtime, wages, and other employer benefits.

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Working Conditions

IPSP places the highest priority on protecting the health of each employee.
IPSP takes its responsibility for the safety and health of its employees very seriously and ensures occupational health and safety within the framework of the applicable national regulations.

We maintain and promote the health, performance and job satisfaction of our employees through continuous improvement of working conditions and a variety of preventive and health promotion measures.

Prohibition of forced and compulsory labor

All types of forced labor are not tolerated by IPSP. In principle, the free choice of workplace is respected. All types of forced or compulsory labor are prohibited. An employment relationship forced labor by human trafficking is also prohibited. All work must be performed voluntarily and workers may terminate employment at any time.

IPSP strictly rejects any form of forced labor. Neither IPSP nor any entity providing labor to the Company may withhold any portion of a worker's salary, benefits, property or documents in order to force the worker to continue working for the Company.

Wages and social benefits

Compensation and benefits must comply with legal requirements regarding minimum wages, overtime and mandated benefits, as well as compliance with working and vacation hours. If no national laws on working hours exist, ILO labor and social standards apply.

Freedom of association and collective bargaining

Employees must be able to communicate openly and with respect and mutual trust within the company and with management regarding working conditions without fear of disadvantage in any form. All employees have the right to associate, join a trade union, and appoint and be elected as a representative.

Occupational Safety

As an employer, IPSP ensures occupational safety, health and fire protection in the workplace and guarantees a safe and ergonomic working environment. The same expects IPSP from its suppliers at least within the scope of national regulations.

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Our responsibility to customers and business partners

Conflicts of interest

A potential conflict of interest exists when an employee's private interests collide or may collide with the interests of IPSP. In particular, such a conflict of interest may arise from secondary employment.
IPSP respects the personal interests and private lives of its employees. Conflicts between private and business interests, or even the appearance thereof, are to be avoided. Decisions are made exclusively on the basis of factual criteria.

Gifts, hospitality and invitations

Benefits in the form of gifts, hospitality and invitations are widespread in business relationships. Provided these benefits remain within reasonable limits and do not violate internal or legal regulations, they are not objectionable.

The company guidelines regulate the handling of gifts, hospitality and invitations to events.

Prohibition of corruption

We compete for contracts through innovation, quality and price of our products and services. Our relationship with public officials and elected representatives is characterized by respect and compliance with the law. Any form of corruption is outlawed and prohibited.

No employee of IPSP may demand, accept, procure or even be promised advantages for himself or third parties from business partners, their employees, intermediaries or other persons within the scope of his official position.

IPSP shall not tolerate any unlawful offering or granting of advantages to business partners, their employees, office or mandate holders, intermediaries or other persons in connection with the procurement, award, approval, execution or payment of orders.

Even the appearance of corrupt behavior must be avoided. Therefore, when dealing with business partners, any benefits must be critically reviewed. This includes disproportionate entertainment expenses, unusual or disproportionate invitations as well as gifts of money, money's worth or gifts in kind.

IPSP suppliers are required to comply with all applicable national and international anti-corruption rules, laws and regulations.

Business partners agree not to tolerate or engage in any form of active corruption, that is, offering and granting benefits or bribes, or passive corruption, that is, soliciting and accepting benefits. This does not apply to customary business gifts of low value and hospitality within the scope of the statutory provisions.

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Prohibition of money laundering and financing of terrorism

IPSP verifies the identity of customers, business partners and other third parties with whom business is conducted. We only maintain business relationships with reputable partners whose business activities are in compliance with the law and whose operating resources are of legitimate origin. We immediately allocate incoming payments to the corresponding services and book them. We ensure transparent and open payment flows.

Taxes and customs duties

Due to the worldwide activities of IPSP, various legal regulations of foreign trade, tax and customs law have to be complied with.

Fair and free competition

IPSP operates solely on the merit principle and on the basis of market economy and free, unhindered competition. No anti-competitive agreements are made with competitors, suppliers or customers.

Procurement

IPSP has contractual relationships with a large number of suppliers and service providers in its business activities. Suppliers and service providers are carefully selected based on objective criteria.

Export Control

IPSP ensures compliance with all regulations governing the import and export of goods, services and information.

Prohibition of insider trading

IPSP handles insider information relevant to the stock market price in accordance with capital market regulations. Knowledge about insider-relevant plans and processes may only be used internally under the applicable internal regulations and may not be passed on to outsiders.

Data privacy

The trustful and responsible handling of personal data is a matter of course for IPSP. All uses of personal data, such as birth data, will be in accordance with the applicable data protection laws, such as the EU Data Protection Regulation (DSGVO) and its national accompanying legislation.

Security and protection of information, knowledge and intellectual property

IPSP has extensive trade and business secrets and technical know-how. This knowledge is the foundation of our business success. Unauthorized disclosure of such knowledge can cause very high damages and result in employment, civil and criminal penalties for the employee involved.

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The company's own know-how is carefully protected. We recognize the intellectual property of competitors, business partners and other third parties.

IT security

IT and the associated electronic data processing entail a large number of risks. These include, in particular, the impairment of data processing by malware (viruses), the loss of data due to program errors or the misuse of data (e.g. by hackers).

IPSP pays attention to IT and EDP security and complies with the applicable regulations.

It is hereby confirmed that the undersigned business partner / employee undertakes to comply with the guidelines listed above:

Date / Signature / Company stamp (optional for business partners / suppliers)

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