

Code of Conduct and Ethics Cremo SA



Preamble

This Code of Conduct and Ethics enables us to put into words, and in a lasting way, our know-how. It has been drawn up so that everyone - members of the Board of Directors, senior management, executives and employees - is reminded of the fundamental values and principles that must guide all our activities.

All our staff and managers are ambassadors for the company. Our behaviour must be beyond reproach. All our tasks are based on strong values - respect, openness, entrepreneurship, simplification and loyalty - which are supported by our employees, who live them to the full in their day-to-day responsibilities.

It is essential that we all bear in mind the rules set out in this code of conduct and ethics, in order to contribute to Cremo SA's success while fully meeting our customers' expectations.

Cremo SA



Georges Godel
Chairman of the Board



Ralph Perroud
CEO

OUR VALUES AND WHAT THEY MEAN TO US

Respect: *We respect our company, our employees, our customers and our suppliers in our day-to-day dealings.*

- We respect our customers and suppliers by adopting a culture of service, both externally and internally.
- Keeping our customers in mind is a guarantee of quality in everything we do.
- We respect nature (sustainability) and the health and well-being of our staff.

Franchise: *We tell it like it is, with an open mind and always with respect.*

- We can only change things if we tell it like it is, good or not so good.
- By doing so openly and respectfully, we create a climate of trust and integrity.

Simplification: *We believe that simplicity is good for everyone*

- We are open to change, asking questions and taking initiatives to improve and simplify our day-to-day work.
- The quest for simplicity allows us to remain agile and fast.

Entrepreneurship: *We believe we can shape the future. Right now.*

- The future starts now. By creating the momentum for change, we can influence the future to make it even better for all of us. We are not looking back, we're looking forward.
- In everything we do, we act as if the company belonged to us, demonstrating motivation, courage and tenacity through our daily actions.

Loyalty: *We believe that loyalty is the foundation of success.*

- We are loyal to the company, our staff and our colleagues, and respectful of their development and fulfilment.
- We keep the promises and commitments we make.

COMPLIANCE WITH LAWS AND REGULATIONS

All employees are personally responsible for complying with all relevant regulations in their day-to-day work. This applies not only to the regulations and laws in force, but also in particular to internal directives.

We also take account of best practice in corporate governance.

FREE AND FAIR COMPETITION

We do not hinder the activities of our competitors or exploit our business partners. When awarding contracts, we comply with the relevant legal provisions and internal rules. We treat all bidders and suppliers equally and ensure that the procedure is fair and transparent.

CORRUPTION

Fraud and corruption distort the market, hinder free competition and violate the law, which can result in significant penalties for the companies and individuals involved.

We do not tolerate any form of corruption. Gratuities such as gifts, invitations, payments, favours or other advantages from or to third parties are prohibited. At the most, we may offer and accept courtesy gifts or invitations in line with normal business practice. In this respect, we comply with internal guidelines.

All employees involved in such activities must distance themselves from them to preserve their integrity and report such incidents to management. This also applies to individual cases where an employee fears that these principles may be violated.

CONFLICTS OF INTEREST

As Cremo employees, we are obliged to act in the best interests of the company and to avoid all situations in which personal interests' conflict with the performance of professional duties.

If, in certain circumstances, a conflict of interest cannot be avoided, we undertake to discuss it openly and to take all appropriate measures to avoid harmful consequences.

In particular, we openly discuss internally any personal or financial interests relating to suppliers, competitors or other third parties that could influence the objectivity of our work. In such cases, members of corporate bodies or employees affected by a conflict of interest will not take part in the decision-making process.

SAFE AND FAIR WORKING CONDITIONS

At Cremo, we take responsibility for our employees and strive to create and maintain a healthy working environment that encourages collaboration.

We are proud of our working environment, which encourages integration and encourages employees to think for themselves and take the initiative, as well as offering opportunities for further training and individual promotion.

Undesirable behaviour that creates an intimidating, offensive or hostile working environment has no place. On the contrary, we expect and encourage mutual respect between employees as well as between the company, customers and business partners.

HUMAN RIGHTS

Cremo attaches the utmost importance to respect for human rights and a company structure that fully respects the dignity of its employees.

Harassment and discrimination in any form will not be tolerated under any circumstances against employees, customers, suppliers or business partners. We expect our employees to behave respectfully towards each other.

Any behaviour that contravenes these principles, such as intimidation, comments or behaviour constituting physical, moral (mobbing) or sexual harassment, discriminatory acts or comments undermining the personality of others, will be firmly rejected and punished (www.humanrights.ch).

FORCED LABOUR, CHILD LABOUR AND HUMAN TRAFFICKING

We condemn all forms of forced or compulsory labour, child labour and human trafficking. We uncompromisingly comply with regulations concerning young employees in accordance with the law in force.

DISCRIMINATION

We are committed to promoting diversity and mix within our teams by ensuring equal consideration and fair treatment for every employee, regardless of age, sex, language, gender, race or belief, or disability. Equality and fairness extend to the entire relationship between the company and each employee.

HEALTH AND SAFETY

We are responsible for the safety of all our employees and do our utmost to guarantee it. By prioritising compliance with safety requirements in our planning and operations, we ensure that our working environment meets current health and safety requirements. We comply with SUVA guidelines and other applicable safety regulations.

PROTECTING INFORMATION, DATA AND PROPERTY

All employees are required to protect information considered confidential by Cremo. The theft, use or unauthorised disclosure of confidential information could have a lasting effect on our business.

This includes non-official information such as trade secrets, employee and customer data, processes, business projects, financial or strategic plans, innovations and other types of information intended solely for Cremo. Any disclosure requires the express authorisation of the Management.

It is forbidden to publish confidential information on social media, to discuss it in public places or to leave confidential documents unattended, including in the office. Computer screens must be locked when leaving the workplace to prevent access without a password.

The obligation to protect confidential information continues even after an employee has left our company.

We treat the data of our employees*, customers, suppliers and business partners with the utmost care, confidentiality and in accordance with the relevant legal provisions. In particular, we do not give access to confidential or personal data to unauthorised persons, either internally or externally.

We handle work tools, equipment and other property belonging to Cremo with care. We use the tools and work aids made available to us exclusively for professional or authorised purposes and do not tolerate any misuse or intentional damage. We also ensure that Cremo's intellectual property is adequately protected and respected by third parties.

Any theft or misuse of company inventory, cash, equipment, supplies or other property must be reported. It is forbidden to use company assets, such as equipment or funds, to enrich oneself or others.

ENVIRONMENT

We respect the environment and are committed to sustainability. We are aware of our social and environmental responsibilities.

We source and use resources economically, efficiently, responsibly and ecologically. Together with our partners and suppliers, we organise our entire value chain in an environmentally friendly way, and keep materials in the material cycle as far as possible.

We comply with current environmental laws and standards.

REACTION TO INFRINGEMENTS

Cremo will not tolerate any breach of the law, its code of conduct and ethics or other regulations in force. Any suspected or observed breaches should be reported to* his or her line manager so that* he or she can take appropriate action. If this is not possible, employees may also report their concerns to their more senior line managers and to members of the Executive Board.

Human Resources is also available to report breaches of the code of conduct and ethics.

In all cases, information will be treated as confidential. Employees* who report suspected or actual breaches of confidentiality in good faith need not fear any prejudice.

Communication channels

1. Direct line manager
2. Senior executives, members of the Management Board
3. Human Resources or by e-mail: stop@cremo.ch

Fristep's social workers ** are also available to act as a support person (email: contact@fristep.ch, tel. 026 322 12 05).

ENTRY INTO FORCE/EXTENT OF VALIDITY

This code of conduct and ethics is a central element of Cremo's values and comes into force on 1^{er} January 2025. It is the responsibility of each Cremo employee to respect and implement the contents indicated.

Villars-sur-Glâne, 1st January 2025