

This is the translation of the Code of Conduct of tekomp Deutschland:

Code of Conduct

Resolution adopted by the General Assembly on November 4, 2020

Effective from: January 5, 2021

Last edit: April 13, 2023

The members commit themselves to communicate in a way that is fair, considerate, and in the best interests of tekomp. They adhere in particular to the following rules of conduct:

1. All Members

- 1.1. Commitment to upholding tekomp's reputation.
- 1.2. Commitment to upholding the reputation of the professions represented by tekomp.
- 1.3. Compliance with the regulations regarding antitrust and competition laws at all tekomp events and meetings.
- 1.4. Adherence to neutral behavior as to partisan politics and ideology in the context of tekomp activities.

2. In Addition to Item No. 1: Members Working in Committees That Are Not Bodies of the Association:

- 2.1. Acceptance of the Rules for Committees as defined in the regulations and guidelines.
- 2.2. Attendance at agreed-upon meetings, continuous participation and compliance with scheduled delivery dates for contributions.
- 2.3. Confidentiality regarding personal matters of members learned about through committee work.
- 2.4. Confidentiality regarding internal company information of members learned about through committee work.
- 2.5. Confidentiality regarding internal information of the tekomp association learned about through committee work.
- 2.6. Acceptance of tekomp's rights to the exclusive use of all results from committee work, in particular the right to unrestricted reproduction by print media, publication by electronic media, translation into any foreign languages, and global distribution.

- 2.7. No commercial use of the committee's results before the completion of the work and its publication by tekomp.
- 2.8. No use of member addresses for personal purposes or for purposes not related to the official work of the respective committee.

3. In Addition to Items No. 1 and 2: Members Active in the Extended Board of Directors:

- 3.1. No preferential treatment of companies with which the member of the extended board of directors is associated.
- 3.2. No procurement of business benefits for the member of the extended board of directors by abusing his office.
- 3.3. Obligation to disclose any bias regarding board decisions or board activities if personal business interests are involved.

4. In Addition to Items No. 1, 2 and 3: Board Members Who Are Authorized to Represent the Association as Defined by §26 BGB (Section 26 of the German Civil Code):

- 4.1. No self-contracting.