

Code of Conduct Perlen Packaging / 贝润包装行为规范

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Our Conviction – Our Conduct / 规范即信念

Introduction / 介绍

The mission statement of Chemie + Papier Holding AG (CPH), adopted in the year 2006, describes our values, objectives, and business strategy. All sites in Europe, the US, Asia and Brazil of all different business divisions, inclusively Perlen Packaging, and all their employees live these shared values. The mission statement was revised twice, in 2009 and 2014. Within the internal review system and in addition to the present mission statement and management principles, the Code of Conduct responds in more detail to legal and moral requirements regarding behaviour of leadership and employees, and also business partners in the course of their duties.

2006 年通过的化学纸业控股公司(CPH)的宗旨, 明确了我们的价值观、目标以及营业策略。欧洲、美国、亚洲以及巴西, 含贝润包装在内的所有业务部及其所有员工都需践行此价值观。本宗旨于 2009 年和 2014 年经过两次修改。在内部审查系统内, 除宗旨与管理原则, 《行为规范》则更涉及对管理人员及员工关系、业务过程中的合作伙伴的法律和道德要求的细节。

The Code of Conduct stands for self-commitment of leadership and employees, to pursue a defined behaviour pattern or equally, to refrain from an undesired one. It represents a supporting pillar for our commitment to act with a high degree of integrity. This requires that everyone at Perlen Packaging are clearly aware of their responsibility and act accordingly. Especially to ensure a successful business activity, absolute trust in all Perlen Packaging employees is of great significance to our business partners, customers, public and authorities.

《行为规范》意味着管理人员和员工承诺追求规定的行为模式, 即避免错误的行为, 代表着我们以此为基础承诺自身行为的正直。这要求每个人都清楚自身的职责并遵守行为规范。特别是为了确保业务活动的达成, 对所有贝润员工的充分信任, 对于生意伙伴、客户、公众以及官方都有极其重大的意义。

Herein, Leadership roles act as role model. They are expected to demonstrate a high level of social and ethical competence. The Code of Conduct is applicable to all Perlen Packaging plants. Employees in Leadership positions bear a great responsibility for implementing the Code of Conduct. They shall ensure that the employees are aware of the rules, and they ought to put them into practice within their individual sphere of influence. Leadership representatives take their time to explain their own decisions in case questions are raised in terms of the Code's Principles. They live the ingrained principles of the Code in an exemplary manner. Employees in Leadership roles are accountable for the implementation of the Code and provide regular feedback regarding measures taken and their results. The Management is accountable to incorporate the Code of Conduct as vital part of employee training sessions.

管理人员必须是榜样。管理人员应该表现出高水准的社交水平与道德修养。《行为规范》适用于贝润的所有工厂, 管理人员则肩负着落实行为规范的巨大责任。管理人员要确保所有员工明确公司的规定, 并在自己的职责范围内遵守这些规定。如有基于行为准则所提出的疑问, 管理人员要对其决议决定作解释沟通。管理人员处于行为规范榜样模范性的角色, 践行行为准则并对措施及结果负有定期反馈以及培训的职责。



Marc Haller
Chief Executive Officer Perlen Packaging AG

August 17, 2022

1. Leadership and Responsibility / 领导和责任

1.1 Validity / 效度

The Code of Conduct applies to all Perlen Packaging employees. We also expect our business partners to act in accordance with our Code of Conduct. Managers are responsible for implementing the Code of Conduct and report regularly on the measures they have taken and their results.

《行为规范》适用于贝润包装的所有员工。同时，我们也期望我们的业务伙伴能遵守《行为规范》。管理人员有责任推行《行为规范》并定期汇报措施及成果。

Since failure to comply with the Code of Conduct is damaging to the company's reputation and can lead to economic consequences, the management does not tolerate violations of the principles of this Code of Conduct.

鉴于违反《行为规范》要求可能导致对公司声誉的影响以及造成经济损失等后果，管理人员对违反《行为规范》的行为持零容忍态度。

1.2 Management Principles / 管理原则

Role Model Function / 行为榜样作用

Our managers are role models and should always treat all employees with respect and responsibility.

我们的管理人员是行为榜样，必须以尊重和负责任的态度对待每一名员工。

Promotion / 促进

Employees are encouraged by their superiors. Supervisors advise and support employees in their professional development and accompany them systematically. Through open and direct feedback self-reflection and personal responsibility are being promoted.

直属上级应积极鼓励下属员工。管理人员在员工的职业发展上做出系统性的指导、支持以及陪伴。推崇公开直接的自省及和个人职责的沟通反馈。

Clear and Open Communication / 清晰及开放式的沟通

Factual information is a matter of course. Employees should also know the operational context and background. Listening as well as open and honest communication are important. Employees can turn to their superiors at any time if they have questions.

事实信息是关键。员工应了解运营的相关信息及背景概况。倾听、清晰且开放式的沟通尤为重要。员工在有疑问时可以随时向直属上级询问沟通。

Cooperation / 合作

Trust is an important prerequisite for successful cooperation. Employees participate in the preparation of decisions and can contribute their ideas, for example within the framework of the CIP.

信任是成功合作的前提。员工通过提出自己的意见和建议来参与到决策的制定过程中，如提出CIP（持续改进过程）。

1.3 Responsibility of Our Employees / 员工的职责

Even when faced with difficult decisions, employees are responsible for their actions. They are obliged to comply with laws, rules, and standards of conduct at all times. If they violate them, they must expect disciplinary measures and the assertion of claims for damages - regardless of official procedures.

即使面临困难的决定，员工也要为自己的行为负责。在任何时候，都有义务遵守法律，规章制度及准则。无论官方程序如何，如果违反了规定，则必须接受纪律惩戒并承担损失赔偿。

1.4 Protection from Negative Consequences / 避免负面的后果

Ethical violations can be reported to us in confidence without fear of adverse consequences. We do not tolerate retaliation against employees for reporting possible violations or asking questions.

对违反道德的行为可以作非公开的汇报而不用担心有被报复的后果。我们绝不容忍因举报违纪或提出质询而遭到报复的行为。

1.5 Dealing with Violations / 违规处理

Violations of the Code of Conduct will not be tolerated at Perlen Packaging. Neither personal benefits nor apparent short-term advantages for our company can justify illegal or inappropriate business practices.

贝润绝不容忍《行为规范》的违反行为。无论是基于个人利益还是所谓的为公司获取短期利益都不能够成为进行违法或不道德行为的借口。

Violations must be reported immediately to the HR Management, directly or through the HR Departments of the respective Perlen Packaging sites. They will result in disciplinary action and legal consequences (e.g. claims for damages). All employees receive a copy of the Code of Conduct and can view it in our Quality Manual.

违规行为必须立即汇报至相应厂区的人力资源部门。违规行为会导致纪律问题和法律后果（如赔偿损害要求）。所有的员工都会收到一份《行为规范》复印件并且可以在《质量手册》中查看内容信息。

This Code of Conduct is regularly reviewed for completeness and applicability. If there are any questions or concerns regarding this Code of Conduct, the responsible Department Manager or HR Management should be contacted.

本《行为规范》定期审查，以确保其完整性和适用性。如对本《行为规范》有任何的疑问请联系部门经理或人力资源部门。

2. Our Responsibility in the Workplace / 工作场所的职责

2.1 Prohibition of Discrimination, Fairness and Equal Opportunities / 禁止歧视，推崇公平和平等的机会

Our employees, applicants, and business partners can expect to be respected by us and shall be assessed on the basis of their qualifications, competencies, and performance. We respect diverse cultural, ethical and religious backgrounds and are committed to the principle of equality, regardless of race, gender, age, origin, colour, disability, national origin, sexual orientation, gender identity, religion, political affiliation or any other protected characteristic or activity.

我们的员工，应聘者，业务合作伙伴受到我们的尊重，我们对其资质，能力以及表现做出评估。我们尊重多元化的文化，伦理和宗教信仰背景。无论种族，性别，年龄，血统，肤色，健全与否，国籍，性取向，性别认同，宗教信仰，政治立场或任何其他受保护的特征及活动，我们都坚持平等的原则。

Information that supports or incites racial hatred, glorification of violence and other crimes, or content that is sexually offensive or protected by law in a particular cultural context, may not be obtained or disseminated in our company under any circumstances.

在任何情况下，公司不得获取或传播支持煽动种族仇恨、美化暴力犯罪、淫秽或在特定文化背景下受法律保护的内容。

We promote equal opportunities and prohibit discrimination in the hiring of employees and in the promotion or granting of training and further education measures.

我们提倡机会平等，并禁止在雇用员工、晋升或给予培训和深造上的歧视。

Under no circumstances do we tolerate sexual harassment, neither verbal nor physical. All employees are obliged to respect the personal space and distance of other employees as well as their privacy.

在任何情况下，我们对无论是言语上或肢体上的性骚扰都零容忍。所有员工都有义务尊重其他员工的私人空间和距离，以及隐私。

Perlen Packaging Employees: / 贝润员工:

"In my environment, I observe the principles of non-discrimination, equal opportunity, tolerance and fairness - both toward employees and toward business contacts. If I notice violations of these principles - such as discrimination, harassment and/or bullying/bossing - I point out the misconduct directly or report the incident to the responsible HR Management."

“在我的工作环境中，我遵守非歧视、机会平等、宽容和公平的原则——无论是对员工还是对业务往来人员。如果我发现了违反这些原则的行为——如歧视、骚扰，和/或欺凌/霸凌——我会直接指出这些不当行为，或者向相应的人力资源管理部门报告。”

2.2 Safety and Hazard-free Working Environment / 安全健康的工作环境

The health of our employees is very important to us, and we want to protect it with all reasonable means.

员工的健康对我们至关重要，我们要用一切合理的方式方法来保护员工的健康。

We offer our employees and service providers a working environment which is as healthy and safe as possible. The carrying of firearms and other weapons or explosives at work is not permitted.

我们为员工和服务商提供一个尽可能健康和安全的工作环境。工作时不得携带枪支武器或爆炸物。

Any form of violence has no place with us. We do not tolerate intimidation, threats, hostile behaviour or physical violence. Vandalism, arson, sabotage or other criminal acts are also prohibited.

我们禁止任何形式的暴力。我们对恐吓、威胁、敌对行为或暴力零容忍。对恶意破坏，纵火或其他犯罪行为严令禁止。

The regulations and measures to ensure occupational health and safety at work must be strictly observed by all employees. This is monitored by the management.

所有员工必须严格遵守确保工作场所职业健康和安全的规章和措施。管理人员负责监督管理。

Perlen Packaging Employees: / 贝润员工:

"I comply with the regulations on occupational health and safety and take part in the compulsory training courses. I pay attention to the notices on occupational health and safety that are relevant to me. If anything is unclear, I contact the sites occupational safety officer. If I have safety concerns, I report this to my superiors."

“我遵守职业卫生安全规定，并参加相应的培训课程。我关注与本人有关的职业卫生安全注意事项。如有任何疑问，我会联系相应的安全管理人员。如果有任何的安全问题，我会向上级汇报。”

2.3 Data Privacy and Information Security / 数据隐私与信息安全

Personal data must be protected in the possible way in our digital world. Personal data is information that relates to an identified or identifiable natural person.

在数据信息时代，个人信息需得到妥善的保护。个人数据是指与已识别或可识别的与自然人有关的信息。

Personal data is only collected, processed, or used by us to extend necessary for defined, clear and legitimate business purposes.

仅在明确、清晰和合法的业务用途时对个人资料作收集处理或必要时的使用。

The use and processing of data must be transparent to those concerned, and their right to information and, where applicable, to object or correct, blocking and deletion of data must be retained. Confidential information may not be shared with third parties. Operating and business secrets may not be disclosed, neither internally nor externally. This rule also applies in the event of termination of employment.

数据的使用和处理必须对相关人员透明，必须保留获得信息的权利，以及在适当情况下纠正、屏蔽和删除数据的权利。机密的信息不得透露给第三方。不得向内部或外部泄露经营或商业机密。此规定同样适用于离职人员。

Not commonly known facts, so-called insider information, may not be used. All employees are obliged to comply with the rules on insider trading. Confidential information may not be used as a basis for trading in securities of the Company or another company. Such information may also not be disclosed to other persons within or outside the company.

对非公开信息，如内部信息，不得随意使用。所有员工都有义务遵守有关内部交易的规定。保密信息不得用于本公司或其他公司证券交易。此类信息也不得透露给公司内部或外部的人员。

Further information can be found in the relevant regulations of the respective location.

更多信息请参阅所在区域的相关规定。

Perlen Packaging Employees: / 贝润员工:

"I know that data protection as well as data and information security are very important. I protect electronic information on my computer by regularly changing my password. I am aware that I am obligated by my employment contract to treat and protect personal data confidentially, in addition to the Perlen Packaging business data brought to my knowledge. I am aware that my obligations under the data protection law extend beyond the termination of my employment with Perlen Packaging. If I have any concerns or questions, I will speak directly with the Data Protection Officers."

“我清楚的知晓数据保护以及信息安全的重要性。通过定期的更新修改本人电脑开机密码来保护电子信息安全。除贝润相关业务数据信息外，我知道我有义务根据合同约定确保个人数据的保密性。我也明确，根据数据保护规定，即使离职后，我仍然对数据保护负有保密义务。如有任何的疑问或问题，我会与数据保护管理人员取得联系。”

3. Our responsibility Towards Society / 社会责任

3.1 Human Rights - Prohibition of Child and Forced Labour / 人权——禁用童工或强迫劳动

We respect human rights in our actions - and expect the same from our business partners. Every employment with Perlen Packaging is voluntary. All forms of involuntary labour, forced labour and child labour is unacceptable and prohibited. No person may be employed whose age is below the statutory minimum working age. When working with people under the age of 16, we ensure that the work is appropriate and safe for their age.

我们从行动上尊重人权——并且对我们的业务合作伙伴有同样的期许。每一位在贝润工作的人员都是出于自愿的。任何形式的非自愿劳动、强迫劳动或童工都是不可接受和禁止的。不得雇用年龄低于法定最小用工年龄的人员。16周岁以下的人员的工作必须是安全且适合其年龄段的工作。

We comply with all relevant rules and regulations regarding working hours, breaks, holidays and remuneration.

我们遵守所有有关工作时间、休息、假期和薪酬的相关规定。

Employees have the right to form and join trade unions and employee representative bodies. Employees who have joined a trade union or employee representation are neither favoured nor disadvantaged. The right to adequate remuneration is recognised for all employees. Remuneration and other benefits correspond to the respective national and local legal standards.

员工有组织 and 参加工会及职工代表大会的权利。公司对加入工会和职工代表大会的员工持中立态度。所有员工都享有获得适当薪酬的权利。薪酬及其他福利按国家及地方相关法律标准执行。

Further information can be found in the relevant regulations of the respective location.

更多信息请参阅所在区域的相关规定。

Perlen Packaging Employees: / 贝润员工:

"I observe human and children rights as an important principle of my actions. If there are indications of violations of human or children rights, I ensure that the violations cease immediately and are avoided in the future. To this end, I inform the Company Management."

“我把尊重人权和儿童权利作为行动的一项重要原则。如果有侵犯人权或儿童权利的情况，我将立即制止并避免其再度发生。为此我会告知公司的管理层。”

3.2 Corruption and Bribery / 腐败与贿赂

We do not tolerate any form of corruption or bribery! Perlen Packaging convinces through performance, quality and suitability of the products and services offered. We never pay bribes or kickbacks at any time for any reason. It is not permitted to demand, accept, offer or grant personal benefits for preferential treatment in the initiation, award or processing of an order. Monetary gifts, regardless of the amount, may not be accepted or given. The acceptance and delivery of gifts in kind is limited to "give-aways". Invitations may not exceed the value of an expense meal.

我们不允许任何形式的腐败与贿赂！贝润以其产品的性能、质量、可靠性和服务获得认可。我们从未在任何时候以任何理由行贿或收受回扣。在合同的订立或执行等过程中，不得要求、接受、提供或给予个人利益及优惠待遇。金钱礼物，不论金额大小，不得接受或赠送。实物礼物的接受和赠送仅限于“赠品”。受邀邀约也不得超出就餐费用。

Corrupt behaviour can result in heavy fines for Perlen Packaging, as well as criminal, civil and labour penalties for employees involved. Corruption also damages Perlen Packaging's reputation.

贝润对腐败行为予以严惩，如高额的罚款，必要时移交相关部门按照法律规定予以刑事、民事等处罚。腐败同时也损害了贝润的公司声誉。

Further information can be found in the relevant regulations of the respective location.

更多信息请参阅所在区域的相关规定。

Perlen Packaging Employees: / 贝润员工:

"I do not accept gifts in kind or invitations that exceed the value of an expense meal. I politely but unequivocally reject attempts by business partners, authorities or other third parties to influence me in a certain direction in connection with my work for Perlen Packaging. I immediately turn to the Company Management."

“我不接受超过一顿餐费的礼物或邀请。我礼貌但明确地拒绝业务合作伙伴、官方或其他第三方企图在我为贝润工作的某些方面影响我的行为。我会立即告知公司管理层。”

3.3 Sponsoring and donations / 赞助与捐赠

By sponsoring and donations we mean the financial support of events, projects, and organisations in which we can be socially involved, and which serve the positive "image-building" of our companies. We have the following rules of conduct:

赞助和捐赠指的是对活动、项目和组织的财务支持，我们参与其中，并为公司的正面“形象建设”服务。需遵循以下规定：

- We mainly support with small amounts local events, organisations and projects associated with our locations.

我们主要赞助当地的金额较小的活动、组织和项目。

- The supported organisations, events and projects should be of general interest and create social or cultural added value.
我们所赞助的组织、活动和项目应当是造福大众且具有社会文化价值。
- We only support recognised organisations and projects.
我们只赞助受认可的组织 and 项目。
- They must not be misused for corruption purposes.
赞助不得用于腐败目的。

Further information can be found in the relevant CPH regulations, in particular the annual maximum amounts are specified in the CPH competence regulations.

更多信息请查看 CPH 相应管理规定。年度最高限额在 CPH 权限管理条例中予以明确。

Perlen Packaging Employees: / 贝润员工:

"With regard to sponsoring activities and donations, I adhere to our rules of conduct. In addition, I make sure that the reputation of Perlen Packaging is not harmed.

“关于赞助活动和捐赠，我遵守我们的规定。此外，我确保贝润的声誉不受损害。”

3.4 Other Working Conditions / 其他工作情况

In our mission statement, we are committed to acting responsibly towards society and the state. We therefore allow our employees who wish to be publicly active to assume corresponding functions. As an international company, Perlen Packaging operates in countries with different political systems. The company and its employees accept local conditions and behave accordingly. In principle, the exercise of public office is permitted (legislative, executive, judicial, member of commissions, etc.), provided that the scope and time required are compatible with the work activity. Prior to an election, employees must obtain the consent of their direct superiors.

我们的宗旨中承诺对社会和国家负有责任。因此，我们允许愿意参与公共活动的员工履行相应的职能。作为一家跨国公司，贝润在不同政治体制的国家开展业务。公司及其员工接受履行当地的条件和要求。原则上，只要所需活动领域和时间与工作不相冲突，行使公职(立法、行政、司法、委员会成员等)是被允许的。在参与选举前，员工需得到上级主管人员的同意。

We are interested in working in professional, economic and industry associations as well as in chambers of commerce, economic development and similar organisations.

我们乐于加入专业性的行业协会，商会、经济发展组织及类似的组织工作中。

Second jobs that pursue a profit or significantly burden the employee are subject to approval. Responsible is the Executive Committee.

可带来收益或会有显著压力的第二职业必须得到批准。公司执行委员会负责此项批准。

Further information can be found in the corresponding regulations of the respective location.

更多信息请参阅所在区域的相关规定。

Perlen Packaging Employees: / 贝润员工:

"At my place of residence, members are sought for public offices. Before I stand for election, I obtain the consent of my superiors."

“在我所居住的区域，人们会追求公职。在我参与选举之前，我将先获得上级的批准和允许。”

3.5 Environmental Policy / 环境政策

Environmental protection is one of our main concerns and has special priority. Important corporate goals for us are environmental and climate protection as well as resource efficiency. We comply with legal requirements and ensure that the impact on the environment and the climate is kept as low as possible when developing new products and operating production facilities.

环境保护是我们关注的主要问题之一，享有特殊优先权。我们的重要企业目标是环境和气候保护以及资源利用效率。在开发新产品和生产运营时，我们遵守法律要求，并确保尽量降低对环境和气候的影响。

Perlen Packaging Employees: / 贝润员工:

"I see it as my duty to protect natural resources. I try to reduce the impact on the environment by saving materials and energy and by avoiding, reducing and recycling waste. I report violations to the corresponding Site Management."

“保护自然资源是我的责任。我试图通过节约材料和能源，避免、减少和回收废物废料来减少对环境的影响。发现违规行为时我将向相应的厂区管理层汇报。”

4. Our Responsibility Towards our Business Partners / 对业务合作伙伴的责任

4.1 Dealing with Conflicts of Interest / 利益冲突的处理

A conflict of interest can arise when the private interests of employees collide with the business interests they are supposed to represent or when different interests of different business partners are not taken into account.

当员工的个人利益与其所代表的商业利益发生冲突，或未考虑到不同业务伙伴的不同利益时，就会产生利益冲突。

Conflicts of interest must always be avoided. In our everyday work, we focus on the well-being of the company and not on personal interests. If situations could be perceived as a potential conflict of interest, we discuss this with the Company Management.

利益冲突必须予以避免。在我们的日常工作中，我们关注的是公司的利益，而不是个人利益。如果存在潜在的利益冲突，我们将与公司管理层进行讨论。

Personal interdependencies (family, friendship or financial) and political functions should be made transparent employment or tender; secondary employment or seats on boards of directors are subject to approval.

个人关系(家庭、友谊或经济)和政治职能应公开透明；第二职业或董事会席位须经过批准。

Perlen Packaging Employees: / 贝润员工:

"I report conflicts of interest and side activities that overlap with the interests of Perlen Packaging to the responsible department management. Conscious bypassing of these obligations by involving spouses or other persons close to me is not permitted."

“我向责任部门管理人员报告与贝润利益重叠的利益冲突和副业活动。通过配偶或与我关系密切的人来故意规避义务是不被允许的。”

4.2 Fair Competition / 公平竞争

It is our business policy to compete exclusively on the basis of performance, customer orientation and the quality of our innovative products. Fair competition is a prerequisite for free market development for the benefit of the common good. Every employee is obliged to comply with the rules of fair competition.

我们的商业政策是在性能、客户导向和创新产品质量的基础上进行竞争。公平竞争是共同利益的自由市场发展的先决条件。每个雇员都有义务遵守公平竞争的规则。

Perlen Packaging Employees: / 贝润员工

"I know that cartel agreements are prohibited. In addition, I do not disclose any competitively sensitive information such as price and contract conditions or strategic business plans of my Company to outsiders."

“我知道卡特尔协定是被禁止的。此外，我不会向外界透露任何具有竞争力的敏感信息，如我公司的价格和合同条件或商业战略计划。”

4.3 Illegal employment and undeclared work / 非法就业

Undeclared work and illegal employment involve the evasion of social security contributions and taxes. This is detrimental to the welfare state and the economy - and is therefore prohibited. The legal provisions are binding for us.

非法就业涉及偷逃社会保险或逃税。这对福利国家和经济是有害的，因此是被禁止的。我们遵从法律的约束力。

Perlen Packaging Employees: / 贝润员工:

"When commissioning third party companies, I will deal with the relevant regulations and internal requirements on undeclared work and illegal employment in good time. In case of questions or concerns, I will speak with the HR Management."

“在委托第三方公司时，我会及时了解处理相关规定和内部对非法用工的要求。如有任何疑问，我将与人力资源部门沟通。”

4.4 Prohibition of Money Laundering and Terrorist Financing / 禁止洗钱和非法融资

When funds or other assets are introduced into the legal economic cycle that were acquired through criminal acts (e.g., corruption, theft, fraud, embezzlement, extortion or commercial tax evasion) and whose illegal origin is to be concealed, this is referred to as money laundering. Money laundering is a widespread problem worldwide with serious consequences. To prevent this, third parties are carefully screened. As a matter of principle, Perlen Packaging works with partners who comply with the relevant regulations prohibiting money laundering and the financing of terrorism.

洗钱是指通过非法行为(如贪污、盗窃、诈骗、挪用公款、敲诈勒索或商业逃税)获得的资金或其他资产被引入合法的经济循环, 并且掩盖其非法来源。洗钱是世界范围内普遍存在的问题, 后果及其严重。为了防止这种情况, 第三方合作商需被仔细筛选。作为原则问题, 贝润的合作伙伴需严格遵守禁止洗钱和资助恐怖主义的相关规定。

Perlen Packaging Employees: / 贝润员工:

"I comply with the ban on money laundering and before I work with third parties, I check them carefully. If I notice unusual financial transactions, especially inclusion of cash, that may give rise to suspicion of money laundering, I report this to the Company Management."

“我遵守洗钱禁令, 在与第三方合作之前, 我会仔细审查。如果我注意到不寻常的可能存在洗钱嫌疑的金融交易, 特别是现金交易, 我会向公司管理层报告。”

4.5 Information Policy / 信息政策

We promote mutual trust by communicating openly about the main events in the Company - also towards the public. We want to communicate all information correctly and meaningfully and are committed to an open and serious information policy. Sources of information include the annual report, media releases, letters to shareholders, information on notice boards, the website and intranet, social media, the company newspaper and information via line managers.

我们通过公开交流公司的主要事件来促进相互信任——也包括面向公众的交流。我们希望正确和有意义地传达所有信息, 并致力于公开的信息政策。信息来源包括年报、媒体发布、致股东的信件、公告栏上的信息、网站和内部网、社交媒体、公司报纸和通过部门经理获得的信息。

Investors and the public/media are informed about important events and processes of the CPH Group. Information is provided exclusively via the CPH Group. External communication of information not relevant to the stock exchange, such as trade publications, brochures and customer information, is carried out by Perlen Packaging.

CPH 集团的重要事件及流程会告知投资者及公众/媒体。此信息仅由 CPH 集团公布。与证券交易不相关的信息的对外沟通, 如行业出版物、图册和客户信息, 则由贝润进行。

Perlen Packaging Employees: / 贝润员工

"I immediately forward requests inquiries from media, analysts, and the like for official statements of the Company to the Marketing Department. In the social media world, I never comment on confidential and internal company information. I act fairly and politely and never post content online that could be considered malicious, offensive, abusive or discriminatory. If I encounter statements on the Internet about Perlen Packaging that I believe are false, I do not address them but report them to the Marketing Department."

“如有媒体、分析人士等对公司官方声明的询问，我将立即转发给市场部。在社交媒体的世界里，我从不对公司机密和内部信息发表评论。我持公平和礼貌的态度，从不在网上发布可能被认为是恶意的，攻击性的，辱骂或歧视的内容。如果我在互联网上看到我认为是错误的关于贝润的声明，我不会立即处理反驳，而是向市场部报告。”

5. Assets and Financial Integrity / 资产及财务诚信

Employees shall draw a truthful and correct picture of the Company. Employees are required not to misuse or waste assets of the Company. Assets include, for example, working time, assets and proprietary information.

员工应真实、正确地描述公司。员工不得滥用或浪费公司资产。资产包括如工作时间、财产和专有专利信息。

Further information can be found in the relevant regulations of the respective location.

更多信息请参阅所在区域的相关规定。