

Code of Conduct



marco Systemanalyse und Entwicklung GmbH is committed to ecologically and socially responsible corporate management. We expect the same behaviour from all our suppliers, customers and business partners. We also expect our employees to observe the principles of ecological, social and ethical behaviour and to integrate them into the corporate culture.

The company communicates its expectations with this Code of Conduct. As an external obligation, the Code of Conduct forms the interface between the sustainability values and goals of the company itself and the desired behaviour of customers, suppliers and business partners.

No excuses, but responsibility!

We are not just a company we are part of society. That is why we care about what happens outside our office walls. From small contributions in our neighbourhood to global impact – we're involved!

This Code of Conduct deals exclusively with compliance with the applicable legal provisions.

The company marco Systemanalyse und Entwicklung GmbH takes all measures to ensure the lawful behaviour of its executive bodies, management and employees. Responsible and lawful behaviour is firmly anchored in our company and is the basis for our long-term corporate success.

Applicable law forms the binding framework for our diverse business activities worldwide.

It is therefore essential for all employees to be aware of the relevant legal obligations and to be committed to complying with them.

This also characterises the public image of marco and creates trust. This trust is the basis for our company's success. We supply products worldwide and are represented by our locations in over 10 countries. These global activities are subject to a wide range of country-specific and international legal regulations.





Fair play is a must:

We abide by the rules of the game – in other words, laws and rules are there to be respected. We believe in honesty and openness. If something goes wrong, we speak up. We do not look the other way!

Legal framework

marco systems are represented worldwide. Our customers can rely on the fact that these developed systems fulfil all legal requirements. To this end, we monitor all relevant information worldwide and integrate the resulting technical specifications into the design and development.

In order to obtain type approvals and certifications, we work closely with the relevant external authorities and representatives. marco Systemanalyse und Entwicklung GmbH has established suitable structures and processes to fulfil our responsibility for safety and product conformity.





No compromises on human rights:

We are dedicated to ensuring that everyone is treated fairly by ourselves and our partners. Respect and dignity, no discussion.

Human rights

We respect and protect the applicable regulations for the protection of human rights and children's rights as fundamental and indispensable requirements. We reject any use of child labour, forced labour and any form of modern slavery and human trafficking. This applies not only to our company, but also to the behaviour of our business partners and their suppliers.



Corruption – a no-go zone:

Corruption? Not with us! We play it clean and expect the same from others. We say no to bribery and unfair advantages.

Corruption

Corruption is a global problem that leads to economic damage. Corruption jeopardises fair competition because it does not usually enable the best suitable provider for the organisation. Marco Systemanalyse und Entwicklung GmbH acts as a responsible company and therefore closely monitors the fight against corruption. We expect the same from our business partners including their suppliers.

Employees of our company may not accept or even worse demand any personal advantages in connection with business activities.

The ban on accepting advantages applies not only to direct financial benefits but also other favours or any form of personal enrichment, such as invitations and gifts. Financial and other benefits exceeding the scope of appropriate business practice must therefore be rejected. The same applies to favours to close friends or family members.

A breach of these principles cannot be justified.

A key factor in the prevention of corruption are transparent and reliable business relationships. Accordingly, we expect our business partners to participate in the prevention of corruption offences, to see it as their duty and act accordingly.



Best workplace vibes:

Everyone counts for us. We are multi-coloured and diverse and support each other. Respect is paramount.

Mutual respect

The diversity and uniqueness of our employees at our locations around the world are the driving force behind the efficiency and innovative strength of our designs and products.

Competent and reliable employees are what make marco Systemanalyse und Entwicklung GmbH stand out. Everyone is respected as an individual. Accordingly, interaction between colleagues is characterised by mutual appreciation and openness.

Discrimination and harassment are not tolerated under any circumstances. No one may be penalised or favoured because of their origin, nationality, gender, skin colour, religion or ideology, age, disability, sexual orientation or any other legally protected characteristics.

Sexual harassment, like all other forms of harassment in the workplace are prohibited. Every individual has a right to be protected against them. Every manager behaves as a role model and must ensure a working environment free of discrimination and harassment.



Safety and quality come first:

Our products? Safe and superior! We attach great importance to high quality and safety. We are constantly experimenting to improve them further.

Safety at the workplace

To avoid health hazards, occupational safety regulations must be observed at all times. Occupational safety and health have top priority! Occupational safety is not a minor matter, but an obligatory task for every employee.

We plan and operate our facilities with careful attention to safety through strict hazard assessments and risk analyses.



Our planet, our responsibility:

We think ecologically! Being environmentally friendly is not just a trend, but our duty. We save resources wherever possible to reduce our ecological footprint.

Protection of the environment

As a commercial enterprise, we bear responsibility for environmental protection and sustainability of our products, locations and associated services. We use advanced, efficient and environmentally friendly technologies that are implemented throughout the entire life cycle of our products.

As a development company, we pay attention to the careful use of natural resources, continuous reduction of environmental impact and compliance with environmental protection laws and regulations from the initial conception of an idea.



No masquerades in business life!

No disguises allowed – we want to know who we are dealing with!
The secret of successful networking.

Identity of our business partners

We verify the identity of customers, business partners and other third parties with whom we do business.

One of our defined guidelines is to only enter into and maintain business relationships with reputable partners whose business activities comply with legal regulations and whose resources are of legitimate origin.



Strong teamwork with partners:

We choose partners who share our values. Fairness and respect are our top priorities. Our supply chain? Clean and sustainable.

Commitment of partners and suppliers

The relationship between marco Systemanalyse und Entwicklung GmbH and its business partners is a fundamental component for the maintenance and future development of sustainable business success in the future. marco expects its business partners to fully comply with all applicable laws and regulations of the respective relevant country, including the countries in which business is conducted or a service is provided.

Business partners and suppliers of marco Systemanalyse und Entwicklung GmbH ensure that their own suppliers, subcontractors and employees fulfil the same requirements. If the requirements for integrity and corporate responsibility are in contradiction with this Code of Conduct, marco reserves the right to review business relationships, initiate appropriate measures and suspend or terminate the business relationship immediately.



Plagiarism, a dirty trick:

Our ideas, products and expertise are our treasure. We look after them. We share our knowledge, but also protect it from misuse.

Protection of company assets

Innovations and our knowledge and experience form the basis for the development and production of attractive, customised products and solutions. To secure our competitive edge, this knowledge must be protected from imitation. In the field of technology marco uses the legal possibilities for protection of innovation through industrial property rights (patents).

The company is dependent on personal responsibility when handling confidential information. In the co-operation with customers, suppliers and business partners, the protection of confidential information and trade secrets is crucial.

Partners and suppliers, including their employees, must not disclose for their own interest any important or unpublished information

obtained in the course of a business relationship with marco.

Depending on the importance of the information, additional security measures such as non-disclosure agreements or audits are to be agreed upon.



Observe copyrights, respect creativity:

Everyone is entitled to protect their original masterpieces from use by others. No copycats, but creative content.

Responsible use of third party intellectual property

We only use third-party knowledge insofar as it is lawful or available from generally accessible sources. Industrial property rights must be respected and may only be used with the authorisation of the respective owner of the property rights.

Electronic data processing is an indispensable part of our operational infrastructure. All employees are obliged to comply with the protection regulations issued by the IT departments. For example, attachments from emails, applications (apps) and downloads from the internet or other external files may not be opened or installed without prior inspection.



Pointing the way clearly and unambiguously:

This code is our compass. We adhere to it – without ifs and buts. Each and every one of us is called upon to make sure that we walk this path together.

Implementing the Code of Conduct

Compliance with applicable rules is the personal responsibility of each individual employee. Every employee of our organisation is bound to comply with this Code of Conduct and to observe its principles in the daily fulfilment of their duties. All employees must ensure compliance with this code in their area of responsibility.

Our managers support their employees to act in accordance with the rules. If there are indications of breaches of the rules, these must be consistently followed up. Managers promote compliance on the basis of transparency, trust and appreciation.

Managers act as role models in terms of integrity and compliance.