

Code of conduct Jifeng Automotive Interior



Jifeng Automotive Interior GmbH is a young company which, through innovation and flexibility, has developed into an attractive supplier of headrests and armrests in the automotive sector.

With two locations in Germany, the subsidiary Jifeng Automotive Interior CZ s.r.o. and the support of the parent company Ningbo Jifeng, technical know-how and experience is made competitive.

This code of conduct is intended to ensure that, despite the rapid growth of the company, a uniform understanding of appropriate behavior is in place. Herewith we want to create a positive atmosphere for our employees, customers and suppliers.

The given rules of conduct are mandatory to ensure the integrity of our behavior in the long term.

We as the management board feel responsible that the defined rules of conduct are not only respected, but also well established and permanently implemented. We will serve as a model and we will motivate our employees to follow us.

The central terms are the following:

Our conduct is value-based.

Our behavior observes the law and ethic requirements.



A handwritten signature in black ink, appearing to read 'Seidel', written over a horizontal line.

Christoph Seidel,
Managing Director / CEO



A handwritten signature in black ink, appearing to read 'Winkelbach', written over a horizontal line.

Carsten Winkelbach,
Managing Director / CTO

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Basics of our code of conduct

The basics written down in this code of conduct should enable us to create values and profit from it permanently. This should have a positive effect on our employees and business partners. In our believe growth and continued success needs a base of confidence and respect.

The guidelines from this code of conduct are intended to enable all employees and business partners to understand and implement the principles of responsible action.

Application of the code

This code applies without exception to all employees of the Jifeng Automotive Group in Germany and the Czech Republic.

Should we become aware that our business partners violate the principles of this code of conduct, we will contact the affected party and insist that further violations do not occur.

Where appropriate, because of local laws, cultures or special customs, country-specific adaptations must be made. This should avoid the creation of contradictions. Should any adjustments be made, they must be approved by the management of Jifeng Automotive.

Compliance with the code

This code sets out the Jifeng Automotive Group's principles of conduct. They should be an aid or guidance for the employees to behave appropriately in business transactions.

Because Jifeng Automotive wants to fulfill its business, social and legal responsibilities, all business activities of the employees must comply with the code of conduct.

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Principles

We observe all valid laws and behave value-based and economically.



We treat our employees respectfully and accept them as an essential partner of our business.



We support a fair and free competition.



We are against any form of corruption.



We live an open and honest fault culture.



We define time as an valuable asset.



We separate professional and private interests.



We feel responsible for acting ecologically, social and economically.



We commit to handle others people's property respectfully.



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General information

The guidelines, which are described below, are to be understood, supported and respected by all employees in order to establish and maintain a positive corporate culture. Through the various locations, a common understanding of how to act in day to day business should exist and be respected.

Violations of the code are unacceptable and will result in consequences. The consequences of violations are determined by their scope.

Minor violations, which have had no significant impact on the company, its employees or third parties, are followed by a discussion with the management, in which the principles of the code of conduct are to be recalled. Minor offenses can lead to a verbal or written warning.

In the case of gross or repeated violations, which lead to far-reaching consequences, the employee has to comment on his/her behavior in front of the management. Should Jifeng Automotive be able to prove negligent action, intention or lack of insight, this may result in the dismissal of the employee.

The information on the code of conduct, as well as the implementation, compliance and the actions in case of violations is under responsibility of the management.

Legality & value-based action

We act according to national and international laws and regulations, whereby a violation of this is not tolerated by Jifeng Automotive.

This code of conduct is intended to be a guideline for the employees and provide assurance on their decisions and actions.

In addition to compliance with laws, employees of Jifeng Automotive must consider the values and ethics of other cultures in their actions.

The various social, religious and cultural norms and values of the countries in which Jifeng Automotive operates are not only respected, but also taken into account in business activities.

The employees show a sense of social responsibility by acting in a forward-looking manner and always being aware of the consequences that their activities could have on third parties.

Respect for human rights

We respect human rights:

Dealing with each other, while respecting human rights, should be characterized by respect and acceptance. Jifeng Automotive is committed not to violate this principle against its employees.

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We keep labor regulations:

Jifeng Automotive adheres to all existing labor laws. In addition, the International Labor Organization (ILO) Convention on the Minimum Age of Employees is complied with. This means that under no circumstances child labor is tolerated.

We reject any form of bullying:

Bullying is not tolerated in our company. It will be combated by means of preventive measures. Our employees are sensitized to the topic and should intervene in case of undesirable behavior or inform the management.

We prohibit discrimination:

Discrimination is not tolerated in our company. We guarantee equal opportunities and equal treatment for all employees. Neither appearance, origin, religion, sex, age nor any other features play a role.

Fair competition

The trust of all stakeholders in the Jifeng Automotive Group can and should be created through fairness, ethical behavior and transparency of business activities.

We adhere to competition law and antitrust law:

Effective competition is characterized by the fact that in a free market all competitors move fairly and in compliance with the competition rules. Jifeng Automotive supports and promotes this form of competition. It goes, without saying that we do not participate in anti-competitive, monopolistic or unfair business activities. All laws and regulations are observed by us. Unacceptable business practices include all activities that can prevent or hinder competition. In dealing with competitors, we strictly do not pay for any sensitive information, or take it ourselves, which could harm free competition. We also do not participate in international cartels.

When contacting our competitors or the competitors of our customers, we make sure that we do not receive or provide any information that allows someone to make conclusions about current or future market activity from us or other parties.

We adhere to standards of conduct, even where there are no applicable laws:

In countries where there are no competition laws, our business activities are also carried out in a fair and morally acceptable manner. Behavior, which affects the competition, is not accepted by us.

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Prohibition of bribery & corruption

Jifeng Automotive and its employees undertake to conduct all business activities in a fair and ethical manner. Bribery is not a permitted practice and will not take place. Our employees are obligated to report bribery or corruption immediately to the Jifeng Automotive management.

Prohibition of bribery:

The influencing of decisions with funds, other promises or services is strictly forbidden. Employees of the Jifeng Automotive Group will not, directly or indirectly, offer, promise or give any decision-making means.

Employees of the Jifeng Automotive Group will not, directly or indirectly, require or accept any decision-making means.

Contracts or agreements may not be used to pay funds to employees of business partners or other third parties.

Gifts, hospitality or other donations, are only acceptable to a moderate extent. They must accord to legal requirements and an influence on business and government decisions must be excluded.

All grants are subject to the obligation to publish the competent jurisdiction.

Cash contributions, as donations, may not be offered, granted, demanded or accepted at any time. Illegal donations, which are politically oriented, are also not allowed.

Open and honest faultculture

For Jifeng Automotive, an open and honest fault culture means that we can address mistakes openly and assess them on the basis of facts and factual arguments.

We acknowledge that mistakes are inevitable, but strive to avoid mistakes through attention and conscientiousness. An open and constructive handling of mistakes helps Jifeng Automotive to continually improve its activities and thus contributes decisively to economically sustainable action. Only when mistakes are communicated openly, can a learning effect occur.

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Time as a valuable asset

Time is usually in short supply, especially in an industry in which development times are shortened and unforeseen events interfere with everyday work. For this reason and because it is required by respect and a certain degree of courtesy, the employees of Jifeng Automotive commit themselves to a respectful handling of the time factor. Particular attention is paid to punctuality.

Avoidance of conflicts of interests

We separate business and personal interests:

Personal interests or relationships may have no influence on business activities regarding a fair and respectful interaction with one another. Therefore, conflicts of interests are avoided or, if necessary, made transparent.

Business decisions are based on entrepreneurial thinking and a well-founded background. Subsequent activities are tolerated as long as they have no influence on the business activities of Jifeng Automotive.

Environmental protection

We focus on sustainability:

An intact environment is a precondition for Jifeng Automotive to keep securing economic success and provide our employees with a healthy life and work environment. Therefore, the highest priority is to prevent pollution or other negative effects.

Dealing with the ownership of Jifeng Automotive and our business partners

We deal responsibly with the property of Jifeng Automotive and our business partners:

By property we mean physical objects as well as immaterial values.

Thus, a sensitive handling of business secrets, business-related information and technical know-how is required. Development work and results remain strictly confidential. Material objects provided by Jifeng Automotive or our business partners are treated with care that prevents damage to objects being rendered unusable or even destroyed.

All our employees are committed to secrecy and responsible handling of this property.

Contact

compliance(at)jifeng-automotive.com