

# L-07

# Corporate Policy

## Policy

Nikon SLM Solutions AG and all its affiliated companies, regardless of form or location (Hereinafter referred to as "Nikon SLM")

## Scope

The corporate policy applies to all employees of Nikon SLM Solutions AG and all its affiliated companies (together "Nikon SLM"), regardless of form or location.

## Responsibility

The Management Board of Nikon SLM bears overall responsibility for the company and has adopted this corporate policy with the stated goals and the concepts derived to be derived from them. It supports their achievement through appropriate human, material, organizational and technical measures, and the provision of the necessary resources.

The management supports and promotes the necessary structures and processes and has appointed responsible persons who implement this corporate policy in procedural instructions, work instructions and documentation and anchor it in day-to-day business.

## Purpose

This policy is a summary of all guidelines of Nikon SLM.

It describes the importance of quality, environmental protection, occupational health and safety, energy improvement and information security issues for Nikon SLM. Furthermore, it specifies the regular setting of targets, the development of measures to achieve them and the associated constant monitoring to ensure continuous improvement. The continuous further development of our processes, machines, and procedures with the aim of increasing quality, energy, and environmental performance as well as all occupational safety and information security issues is the task of the management and every employee to ensure company-wide improvement.

# Goals

**Our goal for the coming years is to work and lead successfully in national and international competition. This requirement can only be achieved through the highest quality and safety in all areas of our company as well as through a responsible use of existing resources and our environment.**

All activities and processes are regularly reviewed with the aim of delivering the highest possible quality in our products and services, minimizing possible negative environmental impacts as well as energy and resource consumption to contribute to the protection of the environment. Therefore, in addition to ISO 9001, ISO 14001, ISO 27001, ISO 45001 and ISO 50001 are an integral part of our integrated management system. We are currently working on the gradual implementation of the standards at all locations and affiliated companies. The continuous increase in efficiency is a matter of increasing importance and is prioritized appropriately by the company. Similarly, safety and environmental awareness is the task of all employees in the company and is lived and promoted at all levels. In their central position, managers serve as role models for employees.

# Principles

## Quality

We ensure the safety of our products, packaging and processes for our employees, customers, and the environment. We see this as a prerequisite for doing business responsibly and as an essential element in building and maintaining trust in our products. We carefully evaluate the safety of all our products before they are placed on the market.

Fulfilling, if possible, even exceeding, expressed and unspoken customer requirements is a top priority for all of us. In this context, we are committed to complying with all relevant regulations, rules, and laws. We create trust through an open dialogue on quality, safety, energy and environmental issues with customers, suppliers, owners, authorities, and the public. We also act in accordance with our Code of Conduct.

The implementation of the highest quality standards and their further development enables us as a company to secure competitiveness and jobs.

## **Environment and energy**

### ***Management of natural resources***

By environmental protection we mean the protection of all natural resources, such as water, air, or energy. This includes the following principles, the observance of which is the central task of every employee. But we also require our business partners, such as customers and suppliers, to comply with these standards:

- Compliance with relevant environmental regulations, standards, and thresholds,
- Protection of environmental elements (air, water, soil) against harmful effects,
- Avoidance/prevention of environmental damage,
- Minimizing the quantity and hazardousness of waste,
- Minimization of material and energy consumption.

As a matter of principle, we work towards keeping all impacts on the environment as low as possible. As a result, all employees are obliged to comply with the provisions of this document. Likewise, all machines, plants and other operational equipment must comply with the applicable legal regulations.

In the development and manufacture of our products, we are guided by the principles of sustainability and environmental compatibility.

### ***Energy efficiency and resource consumption***

Energy efficiency and the associated savings are key pillars of environmental protection at Nikon SLM. Among other things, we rely on renewable energy sources such as photovoltaic systems, energy-efficient equipment and plant technology as well as lighting. In addition, the use and expansion of alternative or renewable energy sources are regularly checked as part of our energy management.

In all work and activities, we try to keep the consumption of energy and other resources such as electricity, fuel, water or compressed air as low as possible. This also applies to all external companies that work in our company. We also carry out regular tracking of energy and resource consumption. If this reveals deviations, defined measures are taken to minimise them.

### ***Waste prevention***

In addition to minimizing the consumption of resources, we ensure that waste is avoided and that the waste generated by our business activities is handled properly. This includes waste management, which follows the legal regulations and considers the prevention, reduction, reuse, reprocessing and disposal (in this order). All processes are designed to waste as few resources as possible and thus keep waste low. During continuous improvement, the processes are continuously revised and potential for improvement is exploited.

Waste of any kind is handled and disposed of by us in such a way that there is no danger to the environment, the safety and health of our employees and society at any time. We also demand this from third parties commissioned by us.

### ***Chemicals and hazardous substances***

Chemicals and other substances that pose a hazard when released into the environment must be used responsibly and in compliance with applicable legal regulations. Above all, this includes the correct identification and ensuring the safety of employees and the environment in handling, storage, use, reuse and disposal of chemicals and hazardous substances. Employees who come in contact with chemicals or hazardous substances are therefore instructed accordingly.

To be able to correctly identify chemicals and classify their hazard potential, we work closely with suppliers and business partners.

### ***Occupational health and safety***

The occupational health and safety of our employees is one of the cornerstones of our business activities.

Our goal is the prevention of accidents at work and the protection of the health of our employees and third parties. For this reason, we ensure that all legally required measures and regulations of occupational health and safety are implemented considering the existing requirements.

To avoid work-related injuries and illnesses, Nikon SLM evaluates all working conditions for their safe and health-friendly design. When hazards are identified, measures are taken together with all parties involved to eliminate or minimize them. Furthermore, Nikon SLM regularly reviews the specific risks and opportunities and evaluates them regarding their optimization as part of the continuous improvement process.

Nikon SLM ensures that the interests of all employees are safeguarded and encourages exchange on occupational health and safety topics within the framework of the regular occupational health and safety committee meeting.

The work equipment provided for our activities complies with the relevant regulations and Nikon SLM ensures that all necessary permits, regular inspections, and tests are up to date.

At Nikon SLM, every manager is responsible for knowing the safety regulations and instructing employees accordingly or ensuring instruction by third parties. All of us, supervisors, and employees, are equally responsible for consistent compliance.

Furthermore, all legal regulations also apply to external business partners who carry out work on our premises.

**Fire protection**

To secure our business activities, Nikon SLM follows the legal regulations on fire protection and implements preventive measures. For this purpose, the annual safety briefing considers the behavior in the event of fire. Our facilities and plants are designed to minimise the risk of fire, and trained fire protection assistants assist our employees with any questions. In addition, all fire safety measures are maintained through regular inspections, maintenance, and inspections.

**Information**

Nikon SLM undertakes to take appropriate measures for the security of electronic processing to protect sensitive data, to document it, to communicate it to its employees and to sensitize them to data protection and information security issues. Data and information are classified and processed using procedures appropriate to their classification.

Nikon SLM has implemented a risk management system that identifies risks to the confidentiality, integrity or availability of data and information and limits them to an appropriate level.

Changes to systems and applications are subject to a defined change management process that considers aspects of data protection and information security.

Regular internal audits ensure that the requirements for data protection and information security are implemented and adhered to by employees, and that weak points are identified and opportunities for improvement are exploited.

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Sam O'Leary (Oct 17, 2024 14:19 GMT+2)

Sam O'Leary  
(CEO)

Lübeck, 15 October 2024







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Final Audit Report

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