

Anti-Bribery & Anti-Corruption Policy

Prevention of Bribery & Corruption

Issued by	PROTEC GmbH
Applicable for	Office-Based Small Business Operations
Version	1.0
Effective Date	01.05.2026

1. Purpose

PROTEC GmbH is committed to conducting business ethically and in compliance with applicable anti-bribery and anti-corruption laws, including the German Criminal Code and international standards. This policy defines the standards that apply to all employees, managers, representatives and business partners acting on behalf of PROTEC.

2. Scope

This policy applies to all PROTEC employees, directors, contractors and third parties representing PROTEC in any country. It covers all business activities, including sales, procurement, logistics, marketing and customer support.

3. Policy statement

PROTEC prohibits bribery and corruption in any form. Neither PROTEC nor anyone acting on its behalf may offer, promise, give, request or accept undue advantages to obtain or retain business or any improper benefit.

- Facilitating payments and kickbacks are prohibited.
- Gifts and hospitality must be reasonable, transparent and compliant with internal approval rules.
- Political contributions on behalf of PROTEC require prior management approval.
- Third parties such as agents, consultants and intermediaries must be selected and monitored with due diligence.

4. Reporting and training

Employees must report suspected violations promptly to management or through established reporting channels. PROTEC provides anti-bribery and anti-corruption training to relevant personnel and maintains records of training activities.

5. Review

This policy is reviewed at least annually and updated when legal or business requirements change.