

Schlegel und Partner Compliance Guidelines

Introduction

Schlegel und Partner is the market research and consultancy company for technology-focused fields. For over 20 years, we have been delivering valuable analyses and insights – opening up new horizons and opportunities for a global clientele. As business growth consultants, we specialize in client-specific business-to-business market research and consultancy for complex products. We detect opportunities and risks within existing markets and identify new material, product or client potential. For our target clients, we are the first port of call for difficult market-related business decisions and roadmaps.

Our work is characterized by transparency, reproducibility, partnership, thoroughness, professionalism and reliability. Our success is based on our openness, friendliness, enthusiasm and commitment. At the same time, we remain economically and intellectually independent. We strive to balance customer, company and employee satisfaction.

Our clients are global players, hidden champions, national and international associations and suppliers active in the segments engineering, construction, chemicals and materials, electronics and electrical engineering, energy, automotive and transportation, agribusiness and food industry, medical technology, raw materials and technical consumables, textiles, nonwovens and papers.

Our work entails a high degree of responsibility towards our clients. This affects the data collection and processing during our projects as well as the handling of our clients' data. In order to fulfill this responsibility and our own demand for transparency and reliability, we consider a compliance-based behavior the basis for our actions.

The term compliance

The term compliance represents the compliance with legal regulations and regulatory standards, as well as the fulfillment of company-specific ethical rules, guidelines and code of conduct.

Scope of application

The compliance guideline is directed at all employees of Schlegel und Partner GmbH as well as its corporate institutions and representatives.

Every employee is obligated to comply with the law, regulations, codes and internal guidelines and to behave in a fair, respectful and trustworthy manner in all activities and business relations. It is every employee's duty to uphold and promote the reputation of Schlegel und Partner GmbH. Conflicts of interest between business and private affairs are to be avoided. Furthermore, undue advantages for oneself or others are not to be obtained.

Our most important compliance principles:

Equality

Diversity is a crucial element of our self-conception. In dealing with our colleagues, employees and business partners, we strongly oppose discrimination against origin, gender, religion, disabilities, age or sexual identity.

Fair competition

Schlegel und Partner GmbH pursues legitimate, legally defensible and recognized business practices. As a matter of course, we comply with national and international antitrust and competition laws.

Prohibition of corruption

Any behavior that could only raise the suspicion of corruption is prohibited. Exceptions apply for invitations to business meals to a usual and appropriate extent, invitations to general customary events and small gifts. Any sign of a conflict of interest in the granting or accepting of gifts must be avoided.

Third Party Intellectual Property

We respect the intellectual property of third parties. Under all circumstances, we attempt to avoid conflicts in dealing with third party intellectual property that arises in our work. Should we obtain information that lead to a conflict of interest in this regard, we will always carefully examine a compliance-appropriate usability of this information. Furthermore, at no time, we obtain access to information with improper means.

Handling of customer data

Schlegel und Partner GmbH undertakes to keep secret all information and all technical and financial knowledge and experience that have become or may in future become known to the company, either directly or indirectly, from our clients in conjunction with the consultancy work and corresponding written documents, to use them only for the performance of these instructions and not to make them accessible to third parties.

Data protection

All employees of Schlegel und Partner are obligated to comply with data protection regulations and to help secure personal data against unauthorized use. All employees are trained on topics relevant to data protection when joining the company and on a regular basis.

Compliance with this guideline

This compliance guideline is binding, respecting it is compulsory for all employees and representatives of the organization. We expect our employees to report compliance violations to their superiors to be promptly investigated.

All employees of Schlegel und Partner GmbH, including executives and representatives, are trained on compliance-related topics when joining the company and on a regular basis. The goal is to increase the awareness of all employees for compliance risks and to provide them with the knowledge of relevant regulations; this concerns not only national but also important foreign laws and international agreements.