

# BACHEM

## GLOBAL CODE OF CONDUCT



# A MESSAGE FROM LEADERSHIP

Bachem wants to make a positive impact in the world. Our business is focused on supporting the development of new medicines by offering and delivering high-quality biochemical and pharmaceutical drug products and services to our customers. One of our exceptional contributions to sustainable development is to enable our customers to improve health and promote well-being in society.

As a responsible company, we hold ourselves accountable for how our activities affect the environment and people's lives across our stakeholder landscape and value chain. We are aware of the responsibilities this entails and have aligned our corporate strategy accordingly.

We adhere to high standards of integrity and expect the same from our business partners. At Bachem, we are convinced that environmentally friendly, socially and ethically responsible conduct and economic success are mutually reinforcing. Thus, our commitment to research and science goes hand in hand with our commitment to sustainability: we conduct our business in the light of socially, environmentally, and economically sound principles.


This is both an important value to us and the key to retaining the trust of our stakeholders and building and strengthening reliable partnerships. We, therefore, want to make sure that integrity in business practices and ethical standards are translated into a consistent and appropriate behavior on a global scale across our supply chain.

Our business partners are essential allies in fulfilling these principles. This is why Bachem shares and promotes internationally agreed and group-wide internalized societal and environmental values to its supplying partners. The Bachem Global Code of Conduct for Supplying Partners embodies these standards. We will preferably select and engage with those third-party business partners who pledge themselves to similar principles. We thank you, our valued partner for sharing our commitment.

Roland Schürmann  
COO, Bachem Holding



Thomas Meier  
CEO



## ABOUT THIS DOCUMENT

Bachem supports customers in discovering breakthrough medical advances that will significantly improve the life of patients, offering the best solutions for today and relentlessly developing innovation for tomorrow. We want to be the most trusted and reliable partner, a great place to work and are fully committed to our responsibility towards employees, the environment, society and customers.

Bachem's Code of Conduct sets the basis for the behavior which we demonstrate day by day. It forms an integral part of the terms of employment of everyone at Bachem, and it applies to all officers, employees and directors within the Bachem Group. Bachem insists on full compliance with the Code of Conduct and will not tolerate any unethical behavior of any sort. By adhering to applicable law and the Bachem Code of Conduct our business practices are aligned with the requirements we set for partners in our value chain.

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## ACTING ETHICALLY

For Bachem, ethically correct behavior and integrity are essential for lasting business success. The professional and personal integrity of our employees is a prerequisite for meeting the high standards of all stakeholders

- Bachem complies with all laws and regulations in the social, economic or environmental area. We expect employees to do alike, and to obey internal guidelines.
- Bachem omits corrupt practices, competes fairly and adheres to integrity, governance, and responsible business conduct. We expect all employees and partners to refuse any bribes, to categorically also refuse to offer or grant unwarranted and inappropriate services and rewards in exchange for business, and not to engage in or permit any form of extortion or embezzlement.
- Bachem respects and complies with the principles expressed in the United Nations Declaration of Human Rights. Above all we do not tolerate slavery or human trafficking, forced and compulsory labor, or child labor within our organization or supply chain. We expect employees and partners to proactively prevent potential and actual adverse human rights impacts with which we are involved in along our value chain.
- Bachem looks and acts beyond company boundaries and to that end establishes procurement practices that lessen negative economic, social or environmental impacts in the supply chain. We expect our suppliers to align with the requirements we set for our partners and to comply with our Code of Conduct for Supplying Partners.
- Bachem maintains a dialogue with people or groups having an interest in Bachem and can either affect or be affected by our business. We expect our employees to contribute to this transparent, accurate, open and honest communication, never underestimating the critical role everyone plays, taking personal responsibility to Bachem, to each other and to customers.

## **GUARANTEEING HIGHEST QUALITY IN PRODUCTS AND SERVICES**

Bachem offers and delivers the highest quality products and services to its customers to support the development of new medicines and drugs. We ensure absolute quality and safety by comprehensively controlling our manufacturing processes.

- Bachem promotes growth through creativity and adaptability, continuously expands its know-how, and upholds standards to guarantee that products and services fully comply with the regulatory requirements and satisfy customer's needs. We expect our employees to support this ambition by contributing their ideas of learning and optimization, and their commitment to quality.
- Bachem handles information responsibly and conforming with laws and guidelines in order to protect customer privacy as well as intellectual property. We expect employees to treat customer, employee and business partner data with the utmost care and discretion and only pass on information according to legal requirements and our internal regulations.

## **OFFERING AN ATTRACTIVE, SAFE AND INCLUSIVE WORK ENVIRONMENT**

Bachem is a market leader, and needs the best employees to maintain this position. The workforce needs to be able and willing to innovate and meet the future needs of customers. The company consequently offers an attractive working environment and compensation model and adheres to the principles of fairness and honesty.

- Bachem wants to achieve a high level of safety and health for all persons working at Bachem, including subcontractors. From our employees we expect that they obey HSE rules and take responsibility towards their own safety and health and the people they are working with.
- Bachem provides equal terms of employment to all employees and refrains from any kind of discrimination, retaliation, and disrespectful or other unprofessional conduct. We treat all employees and business partners without prejudice, with fairness and respect. From our employees and partners we do not tolerate any form of harassment or any discrimination whatsoever, due to any protected characteristics according to UN definition.
- Bachem wants to attract, retain and develop talented and committed staff. We promote vocational training and invest in performance and career development. From our employees we expect an active participation in a dialogue to systematically check mutual expectations, performance as well as personal and professional development.
- In the case of a justified report of grievances – so-called whistleblowing – no retaliation is permitted at Bachem, and confidentiality is guaranteed. We expect employees and partners to report concerns and actual or suspected misconduct and potentially unlawful practices in good faith. Whistleblowers must be aware, however, that their identity, if known, will be potentially disclosed to the appropriate authorities to fulfill legal obligations such as criminal investigation procedures.

## SAFEGUARDING THE ENVIRONMENT

Bachem takes responsibility for future generations by a careful handling of resources, and avoiding environmental risks. We continually improve our ecological performance, and develop and implement new approaches for enhancing employees' environmental awareness.

- Bachem monitors and reduces energy and resource consumption as well as impacts on the environment, including GHG emissions. From our employees we expect support in our ambition by following HSE rules and behaving responsibly
- Bachem continuously redesigns products and processes, including the transport and disposal of effluents and waste, in order to maximize safety, and to minimize the use and generation of hazardous substances, and the environmental impact. Our employees and partners are expected to support this ambition by contributing their ideas for optimization.



- **CSR vision**, stating Bachem's principles
- **CSR strategy**, defining which topics are to be managed, monitored and communicated
- **CSR goals and measures** updated annually



# BACHEM

## GLOBAL BUSINESS

Bachem facilities are located in Switzerland, the EU, and in the USA. All cGMP manufacturing sites are inspected by the US-FDA and national authorities.



### About Bachem:

Bachem is a leading, innovation-driven company specializing in the development and manufacture of peptides and oligonucleotides. With 50 years of experience and expertise Bachem provides products for research, clinical development and commercial application to pharmaceutical and biotechnology companies worldwide and offers a comprehensive range of services. Bachem operates internationally with headquarters in Switzerland and locations in Europe, the US and Asia. The company is listed on the SIX Swiss Exchange.

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[www.bachem.com](http://www.bachem.com)

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