

Management Manual

Corporate policy

Quality, environment and energy policy of VS Vereinigten Spezialmöbelfabriken GmbH & Co. KG

The quality, environment and energy policies (referred to together as the "corporate policy" below) are vital elements in the corporate strategy of Vereinigte Spezialmöbelfabriken. The principles and objectives of the corporate policy are defined by senior management, which is responsible for them, documents them and communicates them both internally and externally. They are harmonized with all the other corporate principles and corporate aims.

Quality, environment and energy policy a part of the corporate strategy

VS operates a quality, environment and energy management system which is integrated in company activity. In this way, we ensure a continuous improvement process for quality, environmental protection and energy consumption. The targets in terms of quality, environmental protection and energy use are regularly checked and revised.

Integrative approach and CIP

One main aim of our corporate policy is to safeguard the image of our company as a manufacturer of durable, high-quality products using ecologically responsible materials and production processes.

Corporate Image

The most important principle underpinning our quality policy is to meet the demands placed by our customers on the quality and reliability of our products and services. We want to excel in the market through a uniform, high, durable product quality as well as through the uniformly high quality of all our services, from initial contact with the customer through to customer support after the delivery of our products. When defining the quality requirements placed on our products and services, we always provide our customers with partnership-based advice to the best of our abilities.

Quality policy: Principles ...

The most important aim of our quality policy is therefore to achieve the greatest possible level of customer satisfaction. It is our company's stated aim to manufacture high-quality products that are as environmentally responsible as possible and that meet the needs and expectations of our customers. To this end, we use state-of-the-art processes, methods and production equipment.

... and objectives

For VS, compliance with the requirements resulting from legal and administrative regulatory and administrative provisions at European, federal, state and local authority level is self-evident and we try to achieve levels significantly below the legal limit values. In the same way, we ensure the safety of our products by working together with neutral, authorized test institutes. Even before we start to develop and design our products, we take account of all relevant technical regulations (e.g. DIN) and other accident prevention requirements. One principle reflection of our conception of quality is that all relevant product sectors must possess an up-to-date GS (safety tested) label. We also arrange for our products to be examined in respect of minimum pollutant emissions.

regulations:
Environmental
protection, product
safety and accident
prevention

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VS considers the responsible use of the natural resources in the environment to constitute an important corporate principle. One of the main aims of the environmental policy at VS is to minimize environmental impacts at the production site and to be able to offer our customers products that are manufactured in a way that preserves the environment as much as possible. We at VS consider our obligation to the natural environment to include:

Environmental policy: Principles ...

 protecting the environment, our employees and our customers by avoiding harmful influences during the manufacture, use and disposal of our products, ... and objectives

- preventing or minimizing emissions and waste,
- minimizing our consumption of the natural resources water, ground and air,
- being economical in our consumption of materials in all manufacturing sectors (recirculation),
- ensuring that VS products are particularly durable,
- selecting materials on the basis of environmental criteria and designing VS's products to ensure they are modular and recyclable.

Environmental protection and the associated need to use energy economically have been guiding principles in the company for many years. With the energy management system in accordance with DIN EN ISO 50001, we are continuously creating the conditions necessary for the conscious control of our energy consumption and the ongoing improvement of our energy performance. This will be achieved by

Energy policy: Principles ...

... and objectives

- optimizing energy provision and generation,
- taking account of the energy efficiency of the production equipment at the time of procurement,
- being economical in our consumption of energy in all manufacturing sectors,
- encouraging the use of renewable energies
- reducing CO2 emissions.

VS's corporate policy, together with its principles and objectives, can be accessed by all employees and is binding and obligatory during the discharge of their responsibilities. In their fields of work, all our employees have quality-related tasks and functions that are defined in corresponding process descriptions and work instructions. Through structures and workflows that are adapted to requirements, as well as through clearly described interfaces, we support our employees and avoid possible errors and wastage of resources as early as the development phase. In addition, all employees are obliged to report process errors or environmental pollution directly to their manager without delay. By qualifying employees in the direct and indirect environmental repercussions of their area of activity, we encourage environmental awareness and action in all sectors.

Responsibility and qualification of all employees

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Within the framework of the Strategy 2025 project, VS is developing measures for the coming years which also pay particular attention to the topics surrounding digitalisation. On the basis of the defined projects, forward-looking strategies for the years up until 2025 will be developed and implemented in various VS areas of activity.

Strategy 2025

Senior management at VS Vereinigte Spezialmöbelfabriken GmbH & Co. KG is convinced that quality and the preservation of resources are compatible with business activity. Through quality, environmental protection and economic efficiency, we will ensure the long-term existence of our company.

Corporate controlling

Certification of our management systems in accordance with the specifications of DIN EN ISO 9001, DIN EN ISO 14001 and also DIN EN ISO 50001 provides documentary evidence of the effectiveness of our quality demands, environmental measures and energy performance.

Certification

VS is committed to a high level of responsibility towards people, the environment and society. As a participant of the UN Global Compact (UNGC), we have voluntarily committed ourselves to aligning our business activities with the principles of the UNGC. This responsibility encompasses both our own business activities and the business relationships along the value chain. We are actively committed to compliance with laws, standards of conduct and human rights in order to prevent, end and minimise negative impacts on human rights within our business activities. VS is guided by the following human rights standards, laws and quidelines:

Social responsibility: Principles ...

- the German Act on Corporate Due Diligence in Supply Chains,
- the Universal Declaration of Human Rights of the United Nations
- the guidelines for the rights of children and corporate action
- the United Nations Guiding Principles on Business and Human Rights
- the international labour standards of the International Labour Organization, and
- the United Nations Global Compact

VS attaches particular importance to human rights and good working conditions. The protection and promotion of human rights within our field of influence are part of the general corporate philosophy and are binding for all employees and managers of VS. The following principles in particular apply to the organisation of working conditions:

Responsibility and ambition

- Compliance with the prohibition of child and forced labour
- Equal treatment of all employees and no tolerance of discrimination
- Granting remuneration at least equal to legally guaranteed minimum wages with working hours in accordance with applicable standard
- Protection of personal data
- Recognition of the right of all employees to form or join a labour union and to engage in collective bargaining to regulate working conditions

The above-mentioned principles are anchored in the VS Supplier Guideline – Code of Conduct (CoC) and serve as a basic requirement for any cooperation.

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VS continuously checks within the framework of risk analyses whether there are particular risks of human rights violations in the context of its own business activities. These potential risks concern the areas of human rights and ethics, labour rights, fair business practices and the environment. Child and forced labour, discrimination, working hours and occupational health and safety were identified as particularly sensitive issues. The findings of the risk analysis are used to define concrete measures to avoid, stop or minimise human rights violations and to integrate these into the relevant business processes.

Human rights due diligence

Tauberbischofsheim, 28.09.2023

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