AXICA. CODE OF CONDUCT

This code is a promise to the people and companies we work with every day. This code is a commitment to sustainable and responsible business practices. This code represents AXICA's image, which we would like to present to the outside world as well as internally.

This code is the yardstick by which we are measured. The code and its compliance are reviewed, improved and supplemented in annual discussions between AXICA and all stakeholders.

All AXICA employees and service providers feel obliged to comply with this code. In the event of non-compliance, gross misconduct or disregard, AXICA reserves the right to take any action necessary.

OUR EMPLOYEES ARE OUR MOST VALUABLE GOOD

We want to be a good employer for our employees. An employer who cares about the interests of its employees and who enables them to combine family, private and professional life. A fair salary and punctual payment are just as important to us as individual support and prospects. We engage in dialogue with our employees, value them, act transparently and include them in company decisions.

Together with our employees, we hope to create a working environment in which all employees feel welcome and valued by regularly reviewing our guiding principles.

We promise ourselves a good and fair cooperation, treat ourselves with respect and esteem, because only in this way can we meet the highest mutual demands.

WE WANT TO GIVE OUR CUSTOMERS THE BEST

A well-kept location, the best advice and an offer tailored to their needs with an event as a result that completely satisfies them. We listen to our clients and work with them to achieve the perfect implementation of their ideas. High-quality products and innovations are just as much a part of our offer as the many small details that make the event a unique success. Our offers are comprehensive, detailed, calculated in line with the market, transparent and always offer our customers a reliable overall view.

Together with our customers, we create events in which sustainability, innovation and premium standards do not contradict each other.
OUR EXTERNAL PARTNERS ARE HANDED PICKED
They guarantee that our guests' events function perfectly.
Our partners are very familiar with our location and have been working in **partnership** with AXICA for years. We reward the reliability, professionalism and innovation of our service providers with loyalty, punctual payment and open, fair cooperation.
We are in an ongoing dialogue of continuous further development and mutual appreciation.

OUR MOTHER, THE DZ BANK
In our extraordinary building in one of the most important places in the world, we are aware of our responsibility towards our cooperative association and see ourselves as its **ambassadors**.
In dialogue with our parent company, it is very important for us to secure the sustainability of our product in the interests of all other stakeholders.

OUR CITY
AXICA works in an innovative and **creative industry in Berlin**, benefits from it and the city of Berlin and is committed to doing something for the success of the industry and the city.
In dialogue with the city’s important networks, we promise a high degree of commitment, conviction and sustainable action.

OUR SOCIAL RESPONSIBILITY
We assume social responsibility to the best of our ability and regularly donate to projects that are close to the hearts of our employees. We also want to give something back to the environment and society and support selected projects with our time.
We also prefer to select service providers who value inclusion and support people with disabilities.

PROTECTING THE ENVIRONMENT
This is a concern that we support by focusing more and more on the use of **regional, seasonal and fair trade products**. So far, 20 percent of our resources come from organic farming. This figure is expected to rise significantly over the next few years.
By using green electricity, regulated waste separation and digital marketing instead of print media, we are reducing our CO₂ emissions and constantly improving.
Year after year we reduce our ecological footprint in cooperation with our partners.
We engage our customers and service providers through dialogue and proactive suggestions to make their events more sustainable.
It is our ambition to play a leading role in sustainability in the event industry.
OUR SELF-CONCEPTION
Compliance with applicable law is a matter of course. In particular, safety standards, occupational health and safety laws, hygiene guidelines and data protection guidelines are observed. In addition, respect for internationally recognized human rights has top priority. If different regulations apply side by side, the one that offers the person concerned the greatest degree of protection will be applied. Ethical principles such as fair competition, a clear commitment to equal opportunities regardless of origin, religion, skin colour, gender, age, sexual identity or inclusion are also a matter of course. We value diversity. Any form of intolerance, racism, oppression or disregard for human rights is strictly rejected. We have signed the Charter of Diversity.
AXICA undertakes to observe all prohibitions and regulations concerning corruption, bribery, fraud and extortion. Gifts and invitations are appropriate and oriented towards fair competition.

We regularly train our employees on all the above points and, where necessary, we have appointed certified colleagues who help our team to translate words into deeds.