

# Code of Conduct

Our values. Our actions.

# TWD

Technische Werke  
Dresden





# Foreword from our management

Technische Werke Dresden GmbH and its majority shareholdings (hereinafter collectively referred to as "TWD") are committed to clear values. This code of conduct serves as a moral compass for our day-to-day work.

As a company in municipal ownership, our business activities are focused on more than just economic success: our mission is to ensure that our collective actions meet high social and environmental requirements and are characterised by integrity.

We respect the rights of the people who work for our company, and this applies equally for our employees and business partners.

We would like to thank everyone whose behavior and actions contribute to TWD's ongoing success.

The management



Dr. Axel Cunow

Dr. Frank Brinkmann,  
Chairman

Lars Seiffert





## 1. General

# We have firm principles.

Our code of conduct is binding for all employees at TWD as well as its majority shareholdings. It applies across all hierarchical levels and gender boundaries. We live the following principles of conduct both among ourselves and in external relationships with business partners, suppliers and customers.

We cannot and do not want to regulate every possible situation in this code of conduct. In many cases, there are independent internal rules for this. In all situations which are not specifically regulated, we act in accordance with our understanding of compliance set out in this code of conduct.



## **2. Principles of Conduct**

## 2.1. Compliance with regulations

# We take responsibility.

We comply with all applicable external and internal regulations. This includes laws and standards as well as company directives and work instructions.





## 2.2. Interaction with each other

**We work together  
as equals.**

We strive to maintain a positive corporate culture. Fairness, trust and respect are essential for this. Harassment, racism, bullying and discrimination have no place here.







### 2.3. Conflicts of interest

**We remain objective.**

We do not base our work-related decisions on personal interests and we avoid conflicts of interest. If they do occur, we communicate them transparently to our managers and determine measures for handling any conflicts that may arise.





## 2.4. Secondary employment

**We set  
priorities.**

If we have secondary employment, we ensure that it does not compete with our professional duties. If necessary, we discuss appropriate measures with our managers.



## 2.5. Data and information

# We maintain confidentiality.

We protect both customers' personal data and information and that of employees and business partners. We always handle the data and information entrusted to us appropriately in accordance with our confidentiality requirements.





## 2.6. (Social) media

# We show loyalty.

We communicate with each other and in public, for example on social media. When expressing opinions in public, we take care to ensure that they do not damage our company's image.





A worker in an orange high-visibility uniform is cleaning a yellow and black street sweeper. The worker is standing to the left of the vehicle, reaching towards the side mirror. The sweeper has a large rotating brush at the front. The vehicle has a license plate that reads 'DD-SR 4131' and the number '131' on its side. The background shows a residential building and a clear sky.

## 2.7. Company and private property

**We protect  
company assets.**

We handle the company's property and intangible assets with care and protect them against unauthorised access. If there are no rules for private use, we use company property exclusively for business purposes.



## 2.8. Competition and antitrust law

# We pay attention to fairness.

We are committed to fair competition and to compliance with antitrust and competition law. Objective criteria such as quality, price and sustainability are the only things that matter to us when selecting contractual partners within the context of procurement.





## 2.9. Gifts and invitations

# We cannot be bribed.

We do not tolerate corruption. We approach the acceptance and offering of gifts with appropriate sensitivity. This is especially true when dealing with public officials. Polite gestures and small gifts are permissible, but they must not affect the business relationship.







## 2.10. Money laundering and terrorist financing

**We set clear limits.**

We are opposed to money laundering and terrorist financing. Accordingly, we distance ourselves from these activities will not allow ourselves to be misused for such purposes.



## 2.11. Sustainability

# We act sustainably.

We are conscious of our economic, environmental and social responsibility. We take the various dimensions of sustainability into consideration in our activities.





## 2.12. Working conditions

# We ensure healthy and social conditions.

We comply with health and safety regulations in our day-to-day work. We thus protect everyone working for us through preventive measures. We respect social standards and human rights – both within the company and in our supply chains.





## 2.13. Social commitment

# We take responsibility.

We assume social responsibility by promoting social and cultural cooperation through donations, sponsorship and collaborations. We use clear guidelines to decide which activities, institutions and organisations are supported.







Michael Hammacher

### 3. More information and contact

# We listen to your concerns.

Appropriate conduct in line with our code of conduct is important to us. Despite all efforts, however, situations may arise in which the impression is given that we are not meeting our own standards and that there is insufficient compliance with regulations.

If you have any questions about this code of conduct, compliance in general, or information about non-compliance, please contact our compliance officers in person, by phone, by post or by email.

#### **Internal contact:**

Technische Werke Dresden  
"Compliance & Grundsätze" department  
Michael Hammacher  
Lindenaustraße 11, 01069 Dresden  
Phone: 0351 563064180  
[compliance@twd-dresden.de](mailto:compliance@twd-dresden.de)

#### **External Ombudsman:**

Tiefenbacher Rechtsanwälte  
Henning Schneider  
Caspar-David-Friedrich-Straße 6,  
01219 Dresden  
Phone: 0351 4778221  
[ombudsstelle-twd@tiefenbacher.de](mailto:ombudsstelle-twd@tiefenbacher.de)