



OT360

Code of Conduct – Code of Conduct and Sustainability Policy

Company: INspares GmbH (hereinafter referred to as 'INspares')

Status: January 2026

Responsible: Management (Carsten Finke, Gerrit Fischer)

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1. Foreword from the management

Dear colleagues, dear business partners,

Software is the backbone of modern industry. At INspares, we bear the responsibility of ensuring that our solutions are not only efficient, but also sustainable and secure. For us, economic success is inextricably linked to social responsibility. This Code of Conduct is our shared commitment to integrity, technological excellence and fair cooperation. We invite you to actively bring this code to life.

Carsten Finke & Gerrit Fischer (Management)

INspares GmbH

Hermann-Josef-Gormanns-Str. 6-10
D-41812 Erkelenz
+49 (0) 800 360 360 0

Sitz der Gesellschaft: Erkelenz
Geschäftsführer:
Carsten Finke, Gerrit Fischer

Amtsgericht Mönchengladbach
HRB 19391
USt.-IdNr. DE815861823

Kreissparkasse Erkelenz
IBAN DE24 3125 1220 1402 7878 55
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2. Declaration & Preamble

This Code of Conduct forms the framework upon which we conduct our business. We invest in research and development to create long-term value for our customers, our team, and future generations. We are committed to sustainable development, characterized by respect for every employee, our partner companies, and the environment.

3. General Principles of Conduct

3.1 Responsibility for Reputation: The actions of every individual influence INspares' reputation. We ensure that our conduct (including on social media) is ethical.

3.2 Open Dialogue: We foster a culture in which doubts can be freely expressed, even if this delays goals or incurs costs.

3.3 Monitoring & Compliance: This Code is a dynamic document. We regularly train our team and apply common sense in the spirit of these principles.

4. Business Ethics, Competition & Innovation

4.1 Legal Regulations: We strictly comply with all national and international laws.

4.2 Prohibition of Corruption: INspares does not tolerate any form of bribery or undue advantage, either directly or through third parties.

4.3 Fair Competition: We are committed to free competition. Agreements with competitors regarding prices or territories are strictly prohibited.

4.4 Intellectual Property: We protect our know-how and respect the property of others, as well as the proper use of open-source licenses.

5. Equal Opportunities, Leadership & Collaboration

5.1 Social Justice: We offer equal opportunities for all. Selection and promotion are based solely on qualifications. Discrimination, bullying, or harassment will not be tolerated under any circumstances.

5.2 Leadership Culture: Our managers serve as role models. We cultivate a climate of trust in which potential can be developed.

5.3 Teamwork: We work together respectfully, share knowledge, and value each other's work. Everyone is entitled to regular performance reviews.

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6. Respect for Human Rights

6.1 General: We support the UN Universal Declaration of Human Rights and the European Convention on Human Rights.

6.2 Prohibition of Forced and Child Labor: We do not tolerate any form of exploitation, either within our company or at our business partners. The ILO core labor standards apply.

6.3 Prohibition of Disciplinary Punishment: We prohibit physical or psychological punishment, especially against individuals who report misconduct in good faith.

7. Working Conditions, Safety & Health

7.1 Prevention: A safe working environment is our top priority. We mitigate risks through regular inspections and preventative health measures.

7.2 Documented Procedures: Safety briefings and training sessions are conducted and documented regularly in accordance with legal requirements. These documents are available for all employees to review at any time.

7.3 Partner Obligations: Our partners must disclose their own occupational safety policies to prevent accidents and occupational illnesses.

8. Employee Representation, Working Hours & Compensation

8.1 Freedom of Association: We respect the right to form employee representative bodies. We strive for a relationship of trust with them.

8.2 Fair Compensation: We guarantee appropriate compensation and compliance with all social benefits in accordance with applicable laws.

8.3 Working Hours & Rest: We ensure compliance with working time laws and promote a healthy work-life balance.

9. Compliance with Environmental Standards & Sourcing

9.1 Environmental Legislation: Our guiding principle is: We work sustainably. We practice a paperless office and support renewable energies wherever possible.

9.2 Sourcing: We reject raw materials from ethically questionable sources. Conflict minerals must be excluded; partners must disclose their sources of origin.

9.3 REACH & RoHS: Products must be free of substances of very high concern. We prefer environmentally friendly products that are recyclable.

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9.4 European Infrastructure: We prefer IT providers with server locations in Europe to ensure high environmental standards and data sovereignty.

10. Operational Responsibility

10.1 Protection of Property: INspares' property must be treated with care. Private use is permitted only by special agreement.

10.2 Data Protection & Confidentiality: We operate in strict compliance with the GDPR. We maintain strict confidentiality regarding non-public processes (research/development).

10.3 Document Management: Business-relevant documents are securely stored and destroyed in accordance with legal retention periods.

11. Management Systems & Documentation

INspares uses an integrated management system. We document sustainability information in our in-house CRM system. We prefer partners with certified systems (ISO 9001, 14001, 45001).

12. Implementation, Monitoring & Sanctions

12.1 Audits: INspares reserves the right to verify suppliers' compliance with this code through audits.

12.2 Non-compliance: Violations constitute a material breach of contract and may lead to immediate termination of the business relationship.

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