

# **GLOBAL STANDARD OF EMPLOYMENT**

## **AIXTRON's workforce**

### SCOPE OF APPLICATION

In conducting our business in areas ranging from corporate and social responsibility to sound business ethics, we are committed to following high standards while complying with all applicable laws and regulations.

We require our managers and employees to comply with these principles of business conduct and all our policies, procedures and practices. Employees are responsible for consulting their line manager if they have any questions.

These principles apply to all AIXTRON employees, including temporary and contract workers and all other types of employees at AIXTRON.

More detailed explanations of policies, procedures and practices are contained in documents such as the AIXTRON Code of Ethics, the AIXTRON Code of Conduct, the AIXTRON Diversity Policy and the ESG Policy.

### COMPLIANCE WITH HUMAN RIGHTS

AIXTRON is committed to respecting human rights and the rights of its employees. It is the declared aim of the company management to respect, protect and promote human rights in all business areas. In doing so, we are guided by applicable national law and follow internationally recognized human rights standards and principles. Violations of enshrined human rights are not tolerated. In particular, consideration is given to the rights of potentially affected groups.

Our principles for respecting human rights are based on the following internationally recognized human rights standards and principles:

- United Nations Guiding Principles on Business and Human Rights
- ILO Declaration on Fundamental Principles and Rights at Work
- OECD Guidelines for Multinational Enterprises

We will continuously strive to implement these international regulations more extensively in the future.

## FORCED OR INVOLUNTARY LABOR

AIXTRON does not use forced or compulsory labor of any kind; employment is voluntary. Potential employees are not charged any fees to obtain a job at AIXTRON. AIXTRON will bear the costs of employment agencies. Furthermore, AIXTRON will not withhold original documents of the employee at any time.

## CHILDREN'S WORK

AIXTRON does not tolerate child labor. The term "child" refers to any person employed who is under the age of 15 or under the age for completing compulsory education or under the minimum age for employment in the country, whichever is higher. We support lawful and compliant apprenticeship, internship and similar programs. Workers under the age of 18 are not permitted to perform work that may endanger the health or safety of young workers.

## WAGES AND SOCIAL BENEFITS

At a minimum, AIXTRON complies with all applicable wage and hour laws and regulations, including those relating to minimum wages, overtime and other compensation components, and provides legally mandated benefits. Where no such laws or agreements apply, AIXTRON pays prevailing market wages and salaries. At no time does AIXTRON make deductions from wages or bonuses for disciplinary reasons.

## WORKING HOURS

AIXTRON will not exceed the maximum working hours prescribed by law and will compensate overtime where appropriate. Employees will not be required to work more than legally permitted, including overtime, except in exceptional business circumstances.

## NON-DISCRIMINATION AND HARASSMENT

AIXTRON does not discriminate in hiring, promotion, compensation of employees and employment practices on the basis of gender, sexual orientation, race, color, religion, marital status, veteran status, age, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, or any other characteristic protected by the applicable law of each of the countries AIXTRON is doing business in. AIXTRON will provide a work environment that is free from discrimination or harassment based on the above factors.

## RESPECT AND DIGNITY

AIXTRON treats all employees with respect and dignity and does not use corporal punishment, threats of violence or other forms of physical or verbal coercion or harassment.

## FREEDOM OF ASSEMBLY

AIXTRON respects the legal rights of its employees to join or not to join employee organizations, including labor organizations or unions. AIXTRON complies with legal requirements for employee and third party participation worldwide. AIXTRON respects the organizational rights of employees and makes managers at all levels aware of these rights. AIXTRON believes that its employees are best served by a supportive, collaborative work environment with direct communication between employees and management. AIXTRON strives to create such favorable employment conditions, foster positive relationships between employees and managers, facilitate employee communication and support employee development.

## HEALTH AND SAFETY

AIXTRON will provide its employees with a safe and healthy workplace in compliance with all applicable laws and regulations. In accordance with these obligations, this includes the areas of health safety, accident investigation, chemical safety or ergonomics.

## LAWS, REGULATIONS AND OTHER LEGAL REQUIREMENTS

AIXTRON will comply with all applicable laws, regulations and other legal requirements at all locations where the Company operates.

## ETHICS

AIXTRON expects its employees to conduct business in accordance with the highest ethical standards as set forth in our mandatory Code of Ethics. AIXTRON strictly complies with all laws and regulations on bribery, corruption and prohibited business practices.

## COMMUNICATION

AIXTRON provides all employees with open communication channels for suggestions and complaints to management. For example, AIXTRON maintains a whistleblower hotline for direct contact with corporate headquarters and/or the local HR department regarding employee complaints, including any form of harassment, including sexual harassment.

## IMPLEMENTATION AND MEASUREMENT

Overall responsibility lies with the CFO and operational implementation with the Vice President Human Resources. The principles of the human rights strategy set out in this declaration apply throughout AIXTRON's business operations, including its subsidiaries in Germany and abroad, and must be observed by management and employees in the performance of their duties. Local implementation is the responsibility of those in charge at the respective location.

## FOLLOW UP

A functioning complaints procedure that is accessible to all affected employees plays an important role in identifying risks and violations in the business areas with regard to human rights. Any access threshold is set in a way that it is as easy as possible to submit reports. The complaints procedure is open to the public and is available to all individuals, whether in Germany or abroad.

Complaints can be reported to the complaints office via the following e-mail address:  
[compl-office@aixtron.com](mailto:compl-office@aixtron.com)

The rules of procedure for the complaints procedure can be found in text form on the AIXTRON's website. The protection of whistleblowers and the confidentiality of the complaint is of paramount importance to AIXTRON.