



## **FKH Code of Conduct**

### **1. Introduction**

FKH as an institution, FKH's governing bodies and its employees (referred to jointly below as "FKH") maintain many varied contacts with members, similar or related institutions, specialist bodies, customers, suppliers and authorities (jointly referred to below as "Business Partners"). In connection with its activities, events and services, FKH collaborates closely with its Business Partners.

This Code of Conduct is to be understood as a guideline both for FKH and for the Business Partners, with the aim of ensuring neutral and responsible handling of information in full compliance with competition law.

### **2. Ethical principles of collaboration**

FKH is committed to the ethical principles of business activity to the same extent with all its Business Partners. In both internal and external working relationships, FKH endeavours to ensure fair and honest communication between the parties and individuals involved. In keeping with FKH's Articles of Association, public interests are taken into account in FKH's specialist and technical work.

### **3. Principles applicable to technical activities**

On behalf of its customers, FKH carries out studies, investigations and tests relating to technical issues in an objective and independent manner. It compiles the results of such studies, investigations and tests with the use of technical criteria and in accordance with recognised methods, ensuring that customers do not influence these results on the basis of vested business, political or other interests.

In its research activities, FKH follows the principle of freedom of research, compiling its results on the basis of scientific methods and independently of the vested interests of any donors, sponsors or partners.

### **4. Laws and internal directives/policies**

FKH undertakes to comply with all legal provisions and with additional internal directives and policies.

### **5. Competition law and procurement law**

FKH undertakes to comply with competition law. In compliance with the legal framework, it offers its Business Partners a platform for the open but neutral exchange of opinions and experiences. Meetings and conferences organised by FKH must not be used to circumvent antitrust law. In particular, it is explicitly prohibited to make or encourage agreements and decisions in contravention of antitrust law.

FKH is aware that its customers may be subject to public procurement law. FKH does not secure any prohibited competitive advantages for itself in the procurement process; in particular, it refrains from prohibited contacts with the potential customer for the purpose of obtaining information and from assisting any potential customer with attempts to circumvent procurement law.

## **6. Corruption**

FKH consistently declines gifts, donations and contributions that go beyond the scope of amicable gestures.

## **7. Confidential information**

FKH undertakes to treat information in connection with its business activities and its Business Partners as confidential. The FKH office ensures that the results of studies, investigations and tests commissioned by a customer are not disclosed to third parties, including (in particular) other FKH members or Executive Board members without the customer's agreement.

## **8. Intellectual property rights**

FKH respects the intellectual property rights of third parties, especially those of its Business Partners. FKH does not disclose information about third parties' intellectual property without the consent of the authorised partners.

## **9. Conflicts of interest**

Insofar as possible, FKH avoids conflicts of interest with its Business Partners. Should a conflict of interests nevertheless arise, the party involved at FKH is required to contact the Managing Director or the President of FKH immediately in order to define the next steps.

## **10. Environment**

In all locations where it engages in activities, FKH applies environment-friendly practices that it reviews regularly and corrects as necessary. FKH complies with the provisions and standards regarding environmental protection and adopts a responsible approach to natural resources.

## **11. Notification obligation**

If a breach of the Code of Conduct is suspected, the Managing Director or the President of FKH must be informed.

Zurich, 23<sup>rd</sup> September 2014  
Review completed, 29<sup>th</sup> March 2019

### Applicable laws

- [1] SR 251, Federal Act of 6 October 1995 on Cartels and Other Restraints of Competition (Cartel Act, CartA).
- [2] SR 814.01, Federal Act of 7 October 1983 on the Protection of the Environment (Environmental Protection Act, EPA)