

# CODE OF CONDUCT

(as of 3.6.2025)

## for suppliers and business partners

of Messezentrum Salzburg GmbH

### 1. PREAMBLE

Messezentrum Salzburg GmbH is committed to a responsible, legally compliant and ethically impeccable conduct. This Code of Conduct formulates the expectations and principles that apply to all suppliers, service providers and other business partners in the context of their cooperation with Messezentrum Salzburg GmbH. The aim is to shape business relationships on the basis of integrity, transparency, sustainability and mutual respect.

All partners are obliged to comply with this Code of Conduct and to ensure compliance within their own supply chain.

Note: This Code applies exclusively to suppliers, business partners and service providers. Employees of Messezentrum Salzburg GmbH are subject to their own internal code of conduct.

### 2. SCOPE OF APPLICATION

This Code applies to all companies and natural persons who have a business relationship with Messezentrum Salzburg GmbH, in particular suppliers, subcontractors, service providers, cooperation partners and other contractual partners.

### 3. LEGAL COMPLIANCE AND CONFORMITY WITH THE LAW

Compliance with all applicable legal provisions is a basic prerequisite for any business relationship. This includes in particular - but not exclusively - trade, tax, social and labor law regulations, the Austrian Criminal Code (in particular § 307-309 StGB - criminal law on corruption) and all applicable EU regulations, in particular in the area of data protection and environmental protection.

All business partners of Messezentrum Salzburg GmbH must have suitable procedures in place to ensure legal compliance in their own organizations.

### 4. INTEGRITY, FAIRNESS and ANTI-CORRUPTION

Messezentrum Salzburg GmbH does not tolerate any form of corruption, bribery, granting of advantages or unfair behavior. This also applies to all contractual partners. Prohibited in particular are

- offering, promising, granting, demanding or accepting bribes, gifts or other benefits with the aim of influencing business decisions

- invitations, gifts or other courtesies that go beyond a customary, socially appropriate framework (> € 50.00)

Business partners of Messezentrum Salzburg GmbH undertake to act based on relevance, objectivity and legal integrity.

## **5. HUMAN RIGHTS, WORKING CONDITIONS AND NON-DISCRIMINATION**

Messezentrum Salzburg GmbH expects all business partners to fully respect internationally recognized human rights and to comply with fair working conditions. Prohibited in particular are:

- child labor or forced labor
- discrimination based on gender, origin, skin color, religion, age, disability, sexual orientation, ideology or political views
- any form of harassment or violence in the workplace

Employees must be treated fairly, remunerated appropriately and their freedom of association must be respected.

## **6. ENVIRONMENTAL PROTECTION AND SUSTAINABILITY**

Messezentrum Salzburg GmbH attaches great importance to the responsible use of natural resources. Business partners are obliged to comply with environmental laws and regulations, to take measures to reduce emissions, waste, energy and water consumption and to promote sustainable, resource-conserving solutions within their own sphere of influence.

## **7. HEALTH PROTECTION, SAFETY AND ALCOHOL REGULATIONS**

Safety and health protection are a priority for Messezentrum Salzburg GmbH. All partners are obliged

- to comply with applicable occupational health and safety regulations
- to actively avoid hazards to persons, the environment or operational safety

The consumption of alcohol or other intoxicating substances is strictly prohibited while carrying out activities for or on the premises of Messezentrum Salzburg GmbH, unless there are explicit operational or catering exceptions (e.g. as part of official events).

## **8. DATA PROTECTION AND CONFIDENTIALITY**

Messezentrum Salzburg GmbH treats personal and confidential data with the utmost care. Messezentrum Salzburg GmbH expects the same from our business partners. In particular, the following must be observed

- the GDPR and national data protection law
- technical and organizational measures to protect personal and operational data
- the protection of business and trade secrets

## **9. PROTECTION OF PROPERTY AND INFORMATION SECURITY**

Assets, materials, technical equipment or confidential information of Messezentrum Salzburg GmbH may only be used as intended and within the scope of the contractually agreed purposes.

Cybersecurity, IT security and appropriate handling of data processing systems are also expected.

## **10. CONFLICTS OF INTEREST AND INDEPENDENCE**

Business partners of Messezentrum Salzburg GmbH must disclose actual or potential conflicts of interest to the management or responsible contact person. Cooperation must not lead to favoritism of individual persons or companies.

## 11. EXPORT CONTROL AND TRADE LAW

Messezentrum Salzburg GmbH expects compliance with all relevant provisions of export control, customs and foreign trade law. In particular no prohibited goods, technologies or services may be purchased or supplied.

## 12. WHISTLEBLOWERS AND REPORTING SYSTEMS

Messezentrum Salzburg GmbH encourages the reporting of violations of this Code of Conduct. Reports can be submitted anonymously or confidentially to the compliance officers.

contact whistleblower & data protection:

[hinweisgeber@mzs.at](mailto:hinweisgeber@mzs.at)

[datenschutz@mzs.at](mailto:datenschutz@mzs.at)

## 13. APPLICABLE LAW AND PLACE OF JURISDICTION

Austrian law shall apply exclusively to all contractual and business relationships. The exclusive place of jurisdiction is Salzburg, Austria. Any deviating regulations require the explicit written consent of Messezentrum Salzburg GmbH.

## 14. VALIDITY AND FURTHER DEVELOPMENT

This Code of Conduct is an integral part of our terms and conditions of delivery and business. Messezentrum Salzburg GmbH reserves the right to adapt the code to changes in legal, social or internal company conditions.

## 15. FINAL PROVISIONS

Messezentrum Salzburg GmbH expects all suppliers, business partners and service providers to know and respect the principles and standards set out in this Code of Conduct and to implement them accordingly in their business activities.

This Code of Conduct is a binding component of any business relationship with Messezentrum Salzburg GmbH. In the event of serious or repeated violations of the principles contained herein, Messezentrum Salzburg GmbH reserves the right to review and, if necessary, terminate such business relationships.

If you have any questions regarding the interpretation or application of this Code or in the event of possible violations, please contact our compliance office in confidence:

[hinweisgeber@mzs.at](mailto:hinweisgeber@mzs.at)

[datenschutz@mzs.at](mailto:datenschutz@mzs.at)