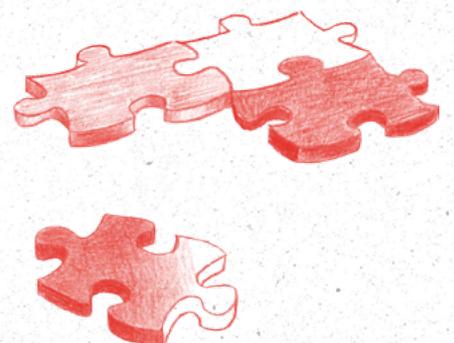




Code of Conduct
Melitta Group



Introduction

Dear Employees,

Ethical business practices and responsible behaviour are the basis for the long-term success of our company. They are also an expression of our values and convictions. We expect all our employees to adhere strictly to these principles.

With this code of conduct we have defined a code of behaviour, which applies to the whole group. It is intended to help you to act and to take decisions based on the above-mentioned principles. Please speak to your line manager if you are unsure about how to act in a particular situation.

Read through the code of conduct carefully and make it your own. Check whether existing contracts and practices in your own working environment accord with the code. If you are in any doubt then please bring any inconsistencies to the attention of your line manager.

We want to be successful, but we also want to act with joy, a good conscience and in harmony with the justified interests of our customers, suppliers, competitors, colleagues and the broader society. We have acted in accordance with these principles in the past – and they remain the foundation of our future action.

Preamble

The Melitta Code of Conduct is based on our corporate values *Performance orientation, *Excellence, *Passion, *Cooperation, *Commitment, *Respect and *Sustainability. It summarizes our existing guiding principles and forms the framework for our actions.

By adhering to the Code of Conduct, we aim to strengthen the trust of our employees, customers and business partners, thus ensuring the success of the Melitta Group as a family business both internally and externally.

Each employee is responsible for complying with the rules of conduct.

Aim and purpose of the Code of Conduct

The Melitta Code of Conduct establishes a binding framework for ethical business practices and responsible behavior on the part of our employees, service providers and suppliers. All employees know the Code of Conduct. Individual elements of the CoC are included in employee training and explained in detail.

Our business partners are also informed about the CoC.

In addition, our suppliers receive a detailed supplier code of conduct.

Rules of conduct

I. WE ABIDE BY THE APPLICABLE LAWS.

Compliance with the applicable laws and regulations of the states in which we operate is self-evident for us, irrespective of whether this is checked by the respective state authorities.

We are also committed to respecting human rights, as defined in the UN Universal Declaration of Human Rights, and to recognizing the core labor standards of the ILO.

Should the provisions of this Code of Conduct, or international regulations and conventions, differ from local regulations, the more stringent regulations shall always apply.



II. WE FOSTER A CULTURE OF COOPERATION, BASED ON RESPECT, FAIRNESS AND TRUST.

We respect the dignity and personality of every person. Our dealings with each other are characterized by mutual respect, fairness, team spirit, professionalism and openness. This applies both to cooperation within the entire Melitta Group and to our relationships with partners and customers in all countries and cultures. Our managers serve as role models and prove themselves to be open and competent contact persons.

All employees must avoid situations in which their personal or financial interests may be in conflict with the interests of the Melitta Group. In particular, it is forbidden

to hold participating interests in competitors, suppliers or customers or to enter into business relationships with them as private persons if this might lead to a conflict of interests. Such a conflict of interests occurs whenever the nature and scope of a participating interest might in any way influence how employees perform their duties for Melitta. This includes accepting mandates, consultancy contracts or comparable assignments.

III. WE ADHERE TO INTERNATIONALLY VALID LABOR AND SOCIAL STANDARDS.

All Group companies and employees must ensure a safe and healthy work environment. The Melitta Group is committed to the following

- Respect for human rights, in accordance with the UN Universal Declaration of Human Rights
- Zero tolerance for all forms of child labor, i.e.
 - absolute ban on child labor
 - the ILO conventions are the minimum standards when employing young people.



- Zero tolerance for all forms of forced labor, i.e.
 - absolute ban on forced labor and slavery
 - no use of prison labor
- Respect for the active and passive freedom of association and the right to collective bargaining
- Equal opportunities and non-discrimination. There shall be no discrimination of employees on the grounds of e.g. descent, origin, nationality, skin color, religion, belief, political and trade union activities, sex, sexual orientation, age, disability, illness or pregnancy.
- The provision of fair wages, working hours and social benefits; in line with industry standards or international conventions. Employment contracts are always agreed in writing.
- Ensuring health and safety at work; in accordance with national and international standards, and with the aim of continually improving the work environment.



IV. WE TAKE RESPONSIBILITY FOR THE PROTECTION OF OUR ENVIRONMENT.



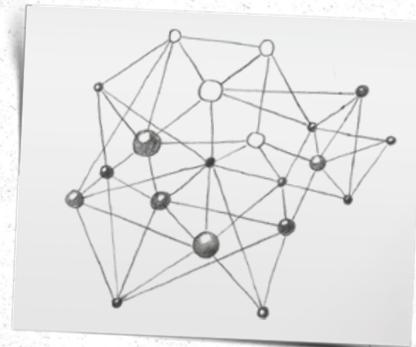
We take our responsibility to protect the environment seriously by minimizing the environmental impact of our production processes, developing new processes to protect the environment, and designing new products in such a way that natural resources are conserved or used efficiently.

We always strive to achieve the highest level of product safety and quality.

V. WE ARE COMMITTED TO FAIR COMPETITION AND ETHICAL ENTREPRENEURSHIP.

We are committed to fair dealings with our business partners, as well as with third parties, and promote fair and undistorted competition.

Melitta does not tolerate any form of corruption or granting of advantages. The Melitta Group voluntarily complies with the anti-corruption recommendations contained in the OECD Guidelines for Multinational Enterprises.



No employee may secure or attempt to secure undue advantages for business partners, their employees or other third parties from any form of business activity. Such a state of affairs may be presumed, in particular, if the nature or scale of such an advantage is likely to have an inadmissible impact on the actions and decisions of the recipient. Naturally, third parties (e.g. consultants, brokers, sponsors, representatives or other agents) are not to be used to circumvent this regulation.

No employee may accept advantages which could be assumed to have an impact on business decisions or transactions. Small gifts with a value of up to € 50 are not included. The acceptance of money is generally prohibited.

Invitations must be within the bounds of normal business hospitality.

The granting of donations is regulated separately by the Melitta Group's guidelines on donations. All business transactions must be fully and properly documented in accordance with statutory regulations and the internal regulations applicable at Melitta.

Internal information of the Melitta Group is always treated confidentially. We respect and protect the privacy of each individual and the confidentiality of non-public information, also beyond the employment period at Melitta.

It goes without saying for us that we protect the personal data of our employees, partners and customers, and respect the national and international regulations on data privacy.

VI. WE PLAY AN ACTIVE ROLE IN SOCIETY.

- We pay taxes in those countries in which we operate.
- We play an active role in professional and trade associations. We publicly disclose our memberships and which issues we support.
- We are committed to promoting welfare in our communities and beyond. We publicly disclose what we do and why we do it.



Scope of application and implementation of the Melitta Code of Conduct

The Melitta Code of Conduct is binding for all employees in all operating divisions of the Melitta Group. All employees take responsibility for compliance with these principles. Managers have a particular responsibility for ensuring their implementation. The Melitta Code of Conduct is integrated into all business processes and is observed for all activities within the Group or relationships with third parties. Any breach of the Code of Conduct by an employee may lead to disciplinary measures.

Chief Corporate Management ensures that the principles and ethical values set forth in this Code are communicated to all employees and partners of the Group in an appropriate and regular manner. It shall also revise the Code of Conduct at regular intervals; with the possible involvement of the Legal Affairs and HR departments.

We are all entitled and encouraged to communicate any behavior contrary to the principles of this Code of Conduct at an early stage, and to clarify such behavior in discussions.

Violations of the Code of Conduct can be reported confidentially to the supervisor or - where applicable - to the works council.

The Group undertakes that no employee shall have any negative consequences from reporting violations or potential violations of the Code of Conduct.

This Code of Conduct is valid for all employees of all Melitta Group companies as of 01.11.2018.

Jero Bentz

Volker Stühmeier

Pieter van Halewijn