



Code of Conduct

Salzburg Airport

1. Preamble

This Code of Conduct of the Salzburg Airport Group is based on our Corporate Mission Statement and is binding on all employees.

This Code contains rules for employees of the Salzburg Airport Group to act and make decisions in keeping with ethical principles and legal regulations.

This Code of Conduct comprises guidelines and principles for ethical behaviour in daily business that complies with the law. Compliance with this Code of Conduct protects the reputation of our company and consequently that of our employees.

Failure to observe the principles enshrined in this Code may affect the reputation of our company and may therefore entail consequences under labour and employment law.

2. External relationships

2.1 Proprietors

The provisions in this Code of Conduct are based on the Salzburg Corporate Governance Code, which applies to all companies of which the Province of Salzburg directly or indirectly holds the majority of shares.

It is understood that our conduct vis-à-vis our proprietors is upright, open and honest.

2.2 The focus is on the customer

We can only be successful if we offer our clients the best service. The Salzburg Airport Group is committed to providing an exceptional service culture and constantly seeks to exceed its customers' expectations.

We are committed to providing our services to the best of our ability in the interest of our customers.

2.3 Our suppliers are important to us

The Salzburg Airport Group is committed to ethically and legally unobjectionable corporate governance and expects the same of its suppliers.

We also expect our suppliers to commit to such basic principles as compliance with applicable laws, compliance with human rights, prohibition of child labour, guarantee of health and protection of their employees as well as promotion of environmental protection.

2.4. Our neighbours

Salzburg Airport goes to great lengths to keep the impact of its operations on the environment and on society to a minimum (e.g. by subsidising noise-reducing windows).

We have implemented a citizens' counsel, thereby giving our neighbours the opportunity to actively participate in the development of the environmental policy of Salzburg Airport.

This ensures that the Salzburg Airport Group will be able to continue operating successfully in the long term in an ecologically flawless environment.

3. Internal rules of conduct

3.1 Integrity and respect

The employees carry out the tasks assigned to them with dedication and loyalty.

We respect different cultures, ethical and religious backgrounds and commit to the principle of equality, regardless of age, disabilities, skin colour, sexual identity, gender or ideology.

We neither tolerate discrimination based on these characteristics nor sexual harassment or any other form of personal attack on individuals.

3.2 Health and safety

Our employees' health and safety is very important to us. We therefore set great store by compliance with legal and internal regulations for the protection of employees.

We offer preventive health care and take measures to help preserve our employees' health and fitness to work.

3.3 Prevention of conflicts of interest – full power for the Airport

Our activities are focused on the best interest of our company. They are aimed at avoiding any conflicts of interest that may have a detrimental effect on our company.

Conflicts of interest may also arise due to secondary (gainful) occupations. Any such secondary occupations must be reported to the Human Resources Department and be accepted by the management.

3.4 Say no to corruption

Customary business practices may include the exchange of small gifts. Occasional gifts that are low in value as well as entertainment within the scope of customary practices are admissible under the applicable laws.

Receiving or giving gifts and invitations may have an improper impact on the business relationship. Accepting or giving financial gifts is prohibited in any case – irrespective of the amount.

We strongly oppose any form of corruption of whatever nature and any behaviour that may promote corruption. Employees in violation of this principle will face severe consequences and even dismissal.

3.5. Handling business secrets (data protection)

The management and staff of the Salzburg Airport Group treat any information – in particular information that is not yet publicly known – as confidential and refrain from divulging it to unauthorised third parties.

This information includes but is not limited to data concerning finances, the company, customers, suppliers and staff, but also includes other information regarding the business operations of the Salzburg Airport Group and its business activities and strategies for the future.

Safety precautions are taken for the security of both IT systems and data. These are subject to continuous monitoring and improvement as part of a constant information security management system.

The Salzburg Airport Group makes public statements, in particular to the media, through its managing directors and communication officers.

3.6 Treatment of company property

We utilise our corporate assets properly and prudently. We do not use company property for private purposes or activities that do not serve the purpose of the company. (An exception hereto is the private use of company property as agreed by contract – e.g. the use of company cars).

3.7 Compliance with legal and service instructions

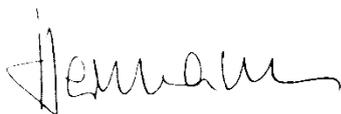
The management and staff bind themselves to comply with all legal regulations applicable to the business operations of the airport and its sideline business operations (laws, regulations, directives, etc.) as well as all group-internal regulations (service instructions).

Management must verifiably ensure that their staff is informed and aware of the provisions of this Code of Conduct.

3.8 Procedure in the event of uncertainties

Should any formulations of external or internal regulations prove to be unclear, or should any uncertainties regarding the construction thereof arise, the regulations in question are to be submitted to the legal department and to the ICS (Internal Control System) Department for clarification.

Salzburg, October 27, 2014



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Managing Director



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Managing Director