

## General Terms and Conditions for Services

### 1 General terms

#### 1.1 Scope

These General Terms and Conditions ("**GTC**") shall apply to all present and future services provided by ÖTI – Institut für Ökologie, Technik und Innovation GmbH, Wien, a subsidiary of TESTEX AG, Zurich, or any of its subsidiaries (hereinafter referred to as ÖTI or "**Supplier**").

The General Terms of Use of OEKO-TEX Service GmbH, Zurich ([www.oeko-tex.com/media/oeko\\_tex/downloads/pdf\\_1/OT\\_General\\_Terms\\_of\\_Use.pdf](http://www.oeko-tex.com/media/oeko_tex/downloads/pdf_1/OT_General_Terms_of_Use.pdf)) shall apply additionally to these GTC for the services of Supplier.

Other General Terms and Conditions, in particular General Terms and Conditions of Purchase of customer as well as any amendments or supplements to these GTC shall only be binding if expressly accepted in writing by Supplier beforehand. The General Terms and Conditions of customer shall not be accepted even if Supplier does not expressly reject them after receipt.

#### 1.2 Order placement

Orders placed by customer become binding by means of a written order confirmation from Supplier. Customer inquiries confirmed by Supplier shall only be deemed a binding order confirmation if such inquiry clearly specifies the type, scope and price of the service (e.g. test report, certification, training, inspection, expertise, consulting, etc.). If Supplier sends customer an offer instead of a confirmation, such offer shall be valid for 30 days. In this case, an order placement shall be binding if customer accepts such offer explicitly or implicitly by means of consenting behavior.

#### 1.3 Contractual basis and hierarchy

In addition to these General Terms and Conditions, the contractual relations between Supplier and customer are subject to the order confirmation and – in case Supplier's services include the certification of personal protective equipment – the appendix "Product certification".

In the event of contradictions between different contractual bases, the following order of precedence shall prevail:

1. Order confirmation or offer acceptance;
2. Annex "Product certification", if applicable;
3. These General Terms and Conditions.

### 2 Scope of services

#### 2.1 Testing method

Supplier shall carry out tests in accordance with officially recognized standard methods. In the absence of such methods, Supplier develops and applies new methods. The parties may develop new methods jointly on a case-by-case basis.

#### 2.2 Quality

Supplier works independently, consistently and scientifically. Supplier is officially accredited for certain services. Supplier also maintains a quality management system based on the ISO17025 and ISO17065 standards.

#### 2.3 Involvement of subcontractors

Supplier shall be entitled to engage third parties as subcontractors.

#### 2.4 Reports and further Information

If so requested, Supplier shall make available to customer all information that is required for existing accreditations or standards or as agreed upon with customer, unless such information is already contained in the reports that were supplied. Statutory information obligations are mentioned and disclosed in the report.

## **2.5 Report delivery**

Processing time for reports depends on the type and scope of the inspection to be performed. Supplier shall endeavor to process the reports as quickly as possible. If the inspection is carried out against advance payment, Supplier will not commence until payment has been received. Any agreed delivery periods are non-binding; especially in the event of shortage of personnel or failure of equipment, Supplier will not be able to meet delivery periods. Irrespective of the reason for the delay, Supplier shall not be liable in any kind for late delivery of reports.

## **2.6 Warranty**

Supplier warrants the performance of its services in accordance with the recognized rules of technology. Supplier does not warrant for any further guarantees.

## **2.7 Storage of samples and test results**

Supplier may dispose of samples and test results after three months. Supplier shall deliver these to customer if customer has requested their return in writing when placing the order.

## **3 Costs and invoicing**

### **3.1 Remuneration**

The remuneration stated in the order confirmation of the accepted offer shall be paid without deductions, set-offs or retention. If the remuneration has been agreed on a time and material basis, it shall be calculated in installments of quarter-hours.

### **3.2 Taxes**

Unless otherwise stated, all prices are net prices (excluding VAT, sales or other taxes or levies, all of which shall be borne by customer).

### **3.3 Expenses and taxes**

All expenses and charges, e.g. for dispatch, import, export, authorizations, certifications, etc., shall be borne by customer. Unless otherwise agreed, travel and driving times are subject to compensation.

### **3.4 Invoicing**

Customer shall provide Supplier with all information required for correct invoicing, in particular VAT identification number, if available. Claims shall be invoiced in such currency as stated in the order confirmation or the accepted offer.

### **3.5 Terms of payment**

Invoices are to be paid within the payment period stated therein. After expiration of the payment term, customer shall be in default without further reminder and shall owe interest on arrears at the rate customary between merchants at the place of delivery. Payments in currencies other than those specified in the order confirmation or accepted offer shall only be permitted with the prior written consent of Supplier and at the exchange rate determined by Supplier.

## **4 Modification and termination of an order**

Adjustments, additions or other changes to an order shall only be valid if they have been accepted in writing by Supplier and customer. Without prejudice to the foregoing, Supplier shall be entitled to modify these General Terms and Conditions in accordance with Section 9 paragraph 2.

Customer shall have the right to terminate an order at any time as long as the termination is not at an inopportune time. In the event of termination, customer shall be obliged to reimburse the expenses and costs incurred by Supplier up until the reception of the termination notice in accordance with the agreed rates. In the absence of an agreement, expenses and costs shall be reimbursed in accordance with the usual rates of Supplier.

## 5 Intellectual Property Rights

Supplier shall retain in its entirety all rights to its know-how, its methods, work results and documents supplied or made available to customer, in particular any patent, design, copyright, trademark or company name rights. With the exception of an express contractual provision, customer is not entitled to use or transfer any of Supplier's rights. All rights to know-how and methods jointly developed with customer shall be the exclusive property of Supplier. To the extent necessary for this purpose, these rights shall be deemed to have been transferred from customer to Supplier on the date of origin.

## 6 Confidentiality

Supplier and customer shall be obliged to treat as confidential any non-public information, data and test results received or obtained by the other party within the scope of an order and will use such information exclusively for the purposes of the order.

Customer acknowledges and agrees that Supplier may disclose such information to the extent necessary for the performance of the services and subject to confidentiality (i) to its subcontractors and (ii) to private or public organizations responsible for issuing or withdrawing certificates.

## 7 Data protection

The parties undertake to comply with the applicable data protection provisions and to treat the personal data received from the other party as confidential. Supplier shall not act as a data processor for customer unless this has been explicitly agreed in writing in advance.

## 8 Liability

These GTC regulate the claims of customer from breaches of contract conclusively.

Supplier shall only be liable for direct damages caused by it and by auxiliary persons or subcontractors as a result of intent or grossly negligent.

If the claims of customer are based on a contract, the total amount of such claims shall be limited to the remuneration paid by customer to Supplier. Such limitations of liability do not apply in case of personal injuries or if customer qualifies as consumer according to the KSchG (Consumer protection act).

Under no circumstances shall customer be entitled to compensation for indirect damages, such as loss of production, loss of use, loss of orders, loss of profit due to recall costs or other direct or indirect damages. Liability arising from any contract with protective effect in favor of third parties is excluded. The liability of Supplier for the compensation of claims of third parties asserted against customer due to intellectual property rights infringements is excluded.

## 9 Miscellaneous

Should any provision of these GTC prove to be invalid or unenforceable in whole or in part, the validity of the remaining provisions of these GTC shall not be affected thereby.

Supplier reserves the right to modify these GTC at any time.

Any relations between the parties are subject to the substantive laws of Austria to the exclusion of the UN Convention on Contracts for the International Sale of Goods and the conflict of laws rules.

The exclusive place of jurisdiction for customer shall be the domicile of Supplier. However, Supplier shall be entitled to sue customer at its domicile.

Vienna, August 1st, 2019

## Annex "Product certification"

### 1. Scope of the annex

In addition to the General Terms and Conditions of Supplier, the provisions of this Appendix shall apply to the certification of personal protective equipment (PPE).

### 2. Certification

Supplier is a Conformity Assessment Body recognized in Austria ("Akkreditierung" Austria, accreditation number 0012 and 0942) and in the European Union (Notified Body Number 0534). A PPE may be placed on the market in Austria and in the EU, provided customer has issued the declaration of conformity on the basis of the certificates of Supplier for such PPE and provided such PPE bears the applicable conformity mark (in particular the CE conformity mark).

### 3. Inspection

The type examination made by Supplier shall be based on the standards applicable at the time of the conformity test as well as the regulations according to Austrian and EU law.

### 4. Declaration of commitment

Supplier will not carry out the type inspection before it has been provided by customer with the duly signed Declaration of commitment in accordance with Appendix 1 to this Annex.

### 5. Remuneration and invoicing

The remuneration for the type examination shall be based on the price list of Supplier valid at the time the order is placed.

### 6. Liability

Supplier assumes no liability for the conformity of the PPE placed on the market. Certification shall not establish liability arising from a contract with protective effect in favor of third parties (e.g. buyers). Any liability for damage caused directly or indirectly by the PPE is excluded. Customer is solely and exclusively responsible for marking the products with a conformity mark or with a reference to a granted certificate.

### 7. Storage of samples and documents

Supplier shall keep samples and related documents and reports for ten years onwards starting at the date of production of the PPE. Instead of storing the samples itself, Supplier may also deposit them at a suitable storage location or return them to customer.

### 8. Claims and litigation

In the event of complaints regarding the conformity test, customer may contact the head of the department of the certification body of Supplier. As a rule, customer will receive a written statement on the complaint within three days. If no agreement is reached, the certification body initiates an objection procedure with its steering committee. The steering committee of the certification body is obliged to submit its assessment of the complaint to the head of department of the certification body and to customer, whereby the final decision on the handling of the complaint lies with the head of department of the certification body.

In the event of violations of the Accreditation Act 2012 (AkkG 2012) and the Accreditation Mark Ordinance 2013 (AkkZV 2013), customer may also contact the Accreditation Body (Akkreditierung Austria, Bundesministerium für Digitalisierung und Wirtschaftsstandort, Abteilung IV/5, Stubenring 1, 1010 Vienna).

#### Appendix 1: Declaration of commitment

Vienna, August 1st, 2019