



SMA Solar Technology AG

Sonnenallee 1
34266 Niestetal
Tel.: +49 561 9522-0
Fax: +49 561 9522-100
E-Mail: info@SMA.de
Internet: www.SMA.de

SMA Solar Technology AG · Sonnenallee 1 · 34266 Niestetal

Bearbeiter	Monika Hornik
Telefon-Durchwahl +49 561 9522-	531276
Fax-Durchwahl +49 561 9522-	1140
E-Mail	monika.hornik@SMA.de
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Dear Sir or Madam:

The topic of Compliance keeps gaining enormous significance within global business. An increasingly regulated environment and a strong public perception with regard to Compliance, bring about constantly expanding requirements, also for SMA. With this note, we would like to inform you about the SMA employee principles regarding the acceptance of gifts and the support of charity projects.

We would like to thank you for any sign of appreciation and recognition for our employees. We hope, however, that you will understand that we are required to avoid any semblance of influence such as may be evoked by gifts. The following SMA guidelines apply in this respect:

- All gifts will be entered into a raffle. Thereby, all SMA employees can benefit from the gifts.
- Gifts that cannot be considered as socially adequate, for example due to an inappropriately high value, must be rejected.
- In any case, money, vouchers, all kinds of financing, discounts that are not available to all SMA employees as well as lottery tickets must be rejected. The same applies for gifts mailed to an employees' private home address.

For further information, also with regard to the acceptance of invitations, please visit the section "Compliance" on our website. If you have any questions, please do not hesitate to contact our colleagues in the Compliance department (compliance@sma.de).



SMA is aware of its social responsibility and makes a contribution to the community both with self-initiated schemes and by supporting various external projects. We very much appreciate should you consider to support one of these projects by making a donation. However, we would like to point out that we keep our charity projects strictly apart from our business activities. Such being the case, your SMA contacts in the departments, e.g. purchasing, must not get involved in charity activities. In particular, they are expressly prohibited from collecting, accepting, or forwarding donations. If you have any questions regarding the choice of your desired project or the organization of donations, please contact our colleagues from the Corporate Social Responsibility department (csr@SMA.de). They will be very happy to assist you.

We look forward to continuing our positive and respectful collaboration with you.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'P. Urbon', written in a cursive style.

Pierre-Pascal Urbon
Speaker of the Managing Board and Chief Financial Officer

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