

## SUPPLIER CODE OF CONDUCT

This Code of Conduct is based on Alteams Code of Conduct. It defines the principles and requirements of the Alteams to its suppliers of goods and services concerning their responsibilities for people and environment. Alteams expects its suppliers to comply to the requirements of the Code of Conduct with Alteams, their own employees and suppliers, as well as third parties, including authorities.

### **The supplier declares herewith:**

#### **Compliance with laws and other regulations**

- to comply with the laws, standards and regulations of the applicable legal system(s).

#### **Good Governance**

- to have zero tolerance for corruption or bribery or to get involved in it in any form. This also includes any illegal payments or similar grants to authorities or other parties which can influence the decision-making in any form;
- to refuse to violate the general principles of fair competition, such as participating in a cartel, abuse of a dominant market position or from disclosing prices or other commercial information between competitors;
- to respect intellectual property rights of others;
- to comply with export control regulations and economic sanctions.

#### **Labour and human rights**

- to respect the UN human rights and comply with the ILO (International Labour Organization) regulations concerning basic working rights; freedom to associate, collectively gather, collectively agreed working conditions, the prevention of forced labour, as well as fairness regarding equality at work;
- to refuse to use any child or forced labour under any circumstances or contract with subcontractors or suppliers using child labour;
- to adhere the principles of ethical recruitment, where candidates are treated fairly and equally regardless of gender, age, ethnic or national origin, health status or for any other reason related to the person;
- to refuse to tolerate any unacceptable treatment of employees, such as mental cruelty, sexual harassment or discrimination;
- to promote diversity, equality and inclusion and to ensure that the rights of women, minorities and indigenous peoples are realized within the company actions;
- to provide fair remuneration and to guarantee the applicable national statutory minimum wage and ensure working hours regulations according to local laws.

#### **Health and safety**

- to provide its employees a safe and healthy working environment in compliance with international agreements and working practices;
- to monitor and develop work safety and occupational safety related issues;
- to provide training and ensure that all employees are skilled in health and safety issues.

#### **Environment and climate change**

- to pay attention to the environmental protection with regard to legal and international standards;
- to identify the greenhouse gas emissions caused by its operations and to reduce those by improving energy efficiency and increasing the share of emission-free energy;

- to minimize environmental impacts (such as air and soil pollution and noise emissions) and make continuous improvements in environmental protection;
- to promote circular economy by minimizing waste generation, and to save natural resources by increasing recycling and reuse of materials;
- to identify and manage water risks in its operations and to ensure that water usage is sustainable.
- to set up or use reasonable environmental management system (e.g. ISO 14001 or an equivalent system).

**Information security**

- to protect and carefully handle confidential material of Alteams;
- not to disclose or use confidential material of Alteams and its customer for any other purpose than agreed.

**Supply chain**

- to comply with European Union RoHS (Restriction of Hazardous Substances) legislation;
- to follow OECD guidelines with respect to buying, handling and using tantalum, tin, tungsten, gold and cobalt;
- to use reasonable efforts to promote among its supplier's compliance with this code of conduct.

**Declaration of the supplier:**

We herewith declare the following:

1. We have received a copy of the Alteams Supplier Code of Conduct and are committed to comply with the principles and requirements of such, in addition to other agreements made with Alteams.
2. We accept that Alteams or mutually agreed third party may, at mutually agreed time, conduct an audit at our premises to ensure compliance with this Code of Conduct.
3. If we observe any activity that violates this Code of Conduct, we will report it immediately to Alteams. (Reports can be made via email to [ethics@alteams.com](mailto:ethics@alteams.com) or anonymously through Alteams' Whistleblowing channel at <https://www.alteams.com/about-us/whistle-blowing-channel>)

---

Company

---

Date and signature

---

Title

---

Name