



# Supplier code of conduct

EMBODYING OUR CORE VALUES





# ALLNEX – INNOVATIVE CHEMISTRY FOR ALL NEX>T GENERATIONS

The fundamental principles described in this Supplier Code of Conduct apply to all suppliers, vendors, contractors, consultants and other providers of goods and services who do business with allnex entities worldwide.

Our suppliers are expected to adhere to the principles of this Supplier Code of Conduct and take appropriate steps to ensure compliance with laws and regulations applicable to the business they conduct for allnex.

We expect our supplier to implement these standards with their suppliers and subcontractors.

We confirm to comply with the principles in this allnex's Supplier Code of Conduct

Company Name:
Place, Date:
Name:
Signature:







# **COMPLIANCE**

#### **Act of compliance with laws**

Suppliers shall comply with all applicable laws and regulations of the countries where they operate, including – where applicable – anti-corruption laws, competition laws, customs regulations, export and trade control laws, fair dealing, immigration laws, human & labor laws, D&I and non-discrimination principles.







# **SAFETY**

#### 1. People Safety - Provide a safe working environment

Suppliers shall provide a safe, clean and healthy working environment that complies with all relevant laws, rules and regulations, and shall strive to prevent occupational injuries and safety incidents.

#### 2. Product Safety - Deliver products that comply with safety regulations

Suppliers must comply with product safety regulations and deliver products and services meeting applicable quality, health and safety standards. Our suppliers shall report issues immediately to us that could negatively affect the quality or public perception of an allnex product.

#### 3. Process Safety - Ensure to have adequate management processes

It is important that suppliers have management processes in place to assess, identify and control the risks of hazards, waste, injury or damage resulting from their activities. The supplier shall provide safety information and training to its employees and contractors to ensure effective process safety management disciplines.







### **ENVIRONMENT**

#### 1. Regulations - Comply with environmental regulations

Suppliers shall conduct their businesses in a manner compliant with applicable environmental laws, regulations and industry standards and shall support allnex's efforts to operate sustainably.

#### 2. Emission and Waste - Make efforts to minimize negative impact

Suppliers shall make continuous improvements to minimize their environmental negative impact. Suppliers are required to have adequate systems in place to guarantee the safe and controlled handling, transportation, storage, disposal, reuse and recycling of waste, wastewater and air emission. We expect our suppliers to ensure transparency with regard to the emission related to their supply and value chain, for example by using Life Cycle Assessments (LCA) and to demonstrate commitment to reduce emissions by setting reduction targets.

#### 3. Natural Resources and Climate Protection - Use resources efficiently

Suppliers should use resources efficiently and promote energy efficient materials and environmentally friendly technologies. This includes the avoidance of waste, water and soil, as well as emission to the air. It includes also the avoidance of hazardous materials where possible and the promotion of reused and recycled materials.







# **LABOR & HUMAN RIGHTS**

#### 1. Human Rights - Ensure protect fundamental human rights

Suppliers must treat and employ its workers with respect for Human Rights, including the United Nations Universal Declaration of Human Rights, the Fundamental International Labour Organization (ILO) Conventions as well as complying with local regulatory requirements in connection with human trafficking and slavery. Suppliers must have a documented policy to effectively prevent child labor, human trafficking and slavery in any form throughout its activities and to ensure that any child labor, human trafficking and slavery identified at the company shall be effectively eliminated immediately.

#### 2. Working hours and minimum wages - Comply with applicable laws

Suppliers shall ensure the payment of adequate wages, as well as compliance with all applicable labor regulations with regard to working hours, compensations and benefits.

#### 3. Non-Discrimination & Diversity - Demonstrate respect for people

Suppliers shall seek to employ a diverse workforce, provide a workplace free of discrimination and harassment, and treat employees fairly, including with respect to wages, working hours, benefits and working conditions. Employees and Business Partners should feel valued and respected for their contributions.







# **ETHICS**

#### 1. Fair Competition and Antitrust - Compete fairly and comply with laws

We believe in the benefits and principles of competition. Free markets enable economic prosperity and contribute to social welfare, but they only work properly when the principles of fair competition are respected and observed. Suppliers shall compete fairly and comply with competition and anti-trust laws.

#### 2. Business Integrity – Refrain from any form of corruption and bribery

Suppliers shall not provide or offer gifts, meals or entertainment that could (or could appear to) inappropriately influence a business decision. Suppliers shall not pay bribes, provide kickbacks or give anything of value to secure business or any business advantage.

#### 3. Trade Controls - Comply with export control regulations

We expect that our suppliers comply fully with all national and international trade laws and regulations. This also includes compliance with regulatory requirements covering controlled substances, import- and export regulations, antidumping laws, boycott laws and sanction regulations.

#### 4. Conflict of Interest - Ensure that to act always in the best interest

When fulfilling their contractual obligations towards allnex, suppliers have to avoid and manage conflicts of interest. A conflict of interest exists when suppliers' financial, social, political or other personal interest conflicts with the business interest of allnex. If such a conflict of interest arises, it is crucial to promptly notify all affected parties upfront.

#### 5. Conflict Minerals - Establish special due diligence processes

We are committed to ensure compliance with the existing conflict minerals regulations. We therefore request from our suppliers to perform the necessary Due Diligence as specified by the OECD and in accordance with Responsible Minerals Initiatives (RMI) reporting requirements.

#### 6. Personal Data - Manage and protect information

Suppliers shall take appropriate steps to protect allnex's proprietary or confidential information, including employee information, customer data, intellectual property and trade secrets.

#### 7. Grievance – Provide mechanism to raise concerns

Suppliers shall provide reporting channels for their employees or interested stakeholders to raise concerns or potentially unlawful activities in the workplace. Any report should be treated in a confidential manner. Suppliers will investigate such reports and take corrective action if needed.





# **GOVERNANCE & MANAGEMENT SYSTEMS**

#### 1. Record Keeping - Keep accurate books and records

Suppliers shall maintain accurate financial books and business records as required by applicable legal and regulatory requirements and accepted accounting practices.

#### 2. Continuous Improvement - Demonstrate commitment to continuous improvement

We aim to establish positive long-term relationships with our suppliers. We foster a culture of transparency, effective communication and continuous improvement. Suppliers therefore should continuously improve the sustainability performance.

#### 3. Training and Competency - Develop training measures

Suppliers should develop and implement training programs for their own managers and employees to ensure that they understand the principles of our Supplier Code of Conduct and the applicable laws and regulations.

Supplier needs to acknowledge our Supplier Code of Conduct or have equivalent document with same principles. We reserve the right to conduct audits or assessments to ensure your compliance. We reserve the right to take appropriate steps or terminate any agreement with any supplier that cannot demonstrate compliance with our Supplier Code of Conduct.

If you see something that you think isn't right – speak up. We encourage to report in good faith any known or suspected violation of our Supplier Code of Conduct using any of the following channels: your allnex contact person or any other person of trust within allnex or you can submit anonymously by using our below compliance hotline which operates 24 hours, 365 days a year and supports multiple languages. The hotline can be reached via the following website, phone numbers or email address.

#### For further information follow the links



# allnex



#### Allnex Management GmbH

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