



# Supplier Code of Conduct

Sustainability is a key element of the Aristo Group's values and forms an integral part of our business strategy.



# 1. Ethics

To complete social duties we **expect** our suppliers to conduct their business along with ethics and integrity. The ethical requirements include the following:

## Honesty in business

Suppliers are expected not to practice or tolerate any form of corruption, extortion or embezzlement. Suppliers may not offer or accept bribes or other illegal benefits in a business relationship. Suppliers should not offer Aristo Group employees gifts or any other personal benefits arising from relationships with suppliers.

## Fair competition

Suppliers conduct their business in accordance with the principles of fair competition and all applicable antitrust laws.

## Privacy and Intellectual Property

Suppliers keep confidential information safe and only use it properly. They also ensure the protection of the privacy and intellectual property of all employees and contractors.

## Incident reporting

Suppliers allow their employees to report concerns or potentially illegal activities in the workplace. All reports should be treated confidentially. Suppliers investigate such reports and take corrective action as necessary.

## Standards in conducting clinical trials

Suppliers conduct clinical trials in accordance with international guidelines, applicable national and local laws and regulations and the highest medical, scientific and ethical standards, in particular the Declaration of Helsinki.

## Humane treatment of animals

Where it is relevant to the supplier's industry, animal testing must be minimized, and where possible, alternatives to animal testing that are scientifically sound and compliant should always be used.

## Conflict territories minerals

Suppliers are expected to contain products supplied to the Aristo Group free from metals derived from minerals or their derivatives from conflict-affected regions that directly or indirectly finance or benefit armed groups.



## 2. Work standards

Suppliers are **expected** to protect the human rights of their employees and to treat them with dignity and respect. This includes the following:

### Avoiding child labor

We do not tolerate child labor in our supply chain. In their activities, suppliers should avoid all forms of child labor in accordance with the ILO2 (International Labor Organization) core labor standards and the principles of the United Nations Global Compact.

zThe Minimum Age Convention, 1973 (No. 138); Worst Forms of Child Labor Convention, 1999 (No. 182)

### Voluntary employment

We do not tolerate slavery, servitude, forced labor and human trafficking in our supply chain. It is also unacceptable to work for subsistence, for paying off debts and for forced labor of prisoners.

### Diversity and Integration

The basic premise of corporate policy suppliers must be to treat all employees equally. Typical discriminatory treatment includes - consciously or unconsciously - irrelevant employee characteristics such as race, national origin, gender, age, physical characteristics, social origin, disability, union membership, religion, family status, pregnancy, sexual orientation, gender identity, gender expression or any criterion inconsistent with applicable law. Suppliers ensure that their employees are not harassed in any way. The Aristo Group encourages suppliers to create a work environment that is inclusive and supportive, and to practice diversity with regard to employees, as well as decisions regarding the selection of subcontractors.

### Fair treatment

Suppliers create a working environment for their employees devoid of harsh and inhuman treatment, harassment and sexual exploitation, bodily punishment torture, mental or physical coercion,

verbal abuse of employees and threats of such treatment. In addition, it is expected that suppliers will not unfairly terminate employment contracts, nor will they, without clear evidence, state that termination of an employment contract due to the performance of work by an employee is permissible by law.

### Working hours, salaries and benefits

Working hours of suppliers' employees may not exceed the maximum limit set by applicable national law. Wages paid to employees must comply with applicable national wage legislation and ensure an adequate standard of living. Unless otherwise provided by applicable law, disciplinary deductions from your base wage are not permitted (this does not apply to damages under contract or applicable law). Suppliers are expected to provide their employees with fair and competitive compensation and benefits. Wages and benefits should be geared towards providing employees and their families with adequate living standards. Supplier employees are paid on time. Suppliers are recommended to provide employees with a wide range of training and education opportunities.

### Freedom of association

Suppliers maintain an open and constructive dialogue with employees and their representatives. In accordance with local law, suppliers respect the rights of employees to associate freely, join trade unions, use employee representation, join works councils and participate in collective bargaining. Suppliers do not act to the disadvantage of employees participating in employee representation.



## 3. Health, Safety, Environment and Quality

Suppliers are **expected** to provide safe and sound working environment and, where applicable, safe and healthy accommodation, and to operate in an environmentally responsible and efficient manner. Suppliers integrate quality considerations into the conduct of their business processes. This includes the following:

### Quality requirements

Suppliers meet generally recognized or contractually agreed quality requirements to provide goods and services that consistently meet the needs of the Aristo Group, perform as warranted and safe for their intended use.

### Health, safety, environmental and quality regulations

Suppliers comply with all applicable quality, health, safety and environmental regulations. Suppliers obtain, maintain, and update all required permits, licenses, and registrations. Suppliers meet their operational and reporting requirements.

### Product safety

Suppliers will provide MSDSs that contain all the necessary safety information for all hazardous substances. They are provided to the Aristo Group and other parties in justified cases.

### Occupational Health and Safety

Suppliers protect employees against all chemical, biological and physical hazards and physically stressful tasks in the workplace, and against the risks associated with any infrastructure used by workers. Suppliers shall provide appropriate controls, safe working procedures, periodic maintenance, and the necessary technical protective measures to minimize health and safety risks in the workplace. If these measures are not sufficient to adequately control hazards, suppliers shall provide workers with the appropriate personal protective equipment. Safety information on hazardous materials<sup>3</sup> - including the compounds in intermediates - is available to workers for education, training and protection. A safe and healthy work environment also includes the provision of a minimum of drinking water,

<sup>3</sup>According to the UN GHS (United Nations Globally Harmonized System - the United Nations Globally Harmonized System)

### Process safety

Suppliers have security programs in place to manage all production processes and maintain their compliance with applicable safety standards. Suppliers take into account the problems associated with the products and their possible consequences at all stages of the production process. For hazardous installations, the supplier carries out specific risk analyzes and takes measures to prevent incidents such as chemical spills and / or explosions.



### 3. Health, safety, environment and quality

#### **Preparedness for emergencies, information about threats and training**

Suppliers provide safety information on identified workplace hazards, and suppliers' employees are adequately trained to protect them adequately. Suppliers identify and assess probable and potential emergencies in the workplace and minimize their effects by implementing emergency plans and response procedures.

#### **Waste and emissions**

Suppliers shall use systems to ensure the safe handling of waste, handling, storage, recycling and reuse of waste, or the management of waste discharge, air emissions and the discharge of waste water. Any such activities that may have a negative impact on human health or the environment are properly managed, measured and controlled, and the substances are properly processed before being released into the environment. Suppliers have systems in place to prevent an accident, or to minimize their effects.

#### **Protection of natural resources and the climate**

Suppliers are expected to use natural resources (e.g. water, energy or raw materials) in an economical way. Negative environmental and climate impacts are minimized or eliminated at source or by practices such as modifying production, maintenance and plant processes, material substitution, saving, recycling and reusing materials. Suppliers are involved in the development of climate-friendly products and processes to reduce energy consumption and greenhouse gas emissions.

#### **Security**

Suppliers apply good security practices in their supply chains. Suppliers maintain processes and standards to ensure the reliability of each shipment destined for the Aristo Group from its origin to its final destination and at all points along the way.



## 4. Management systems

Vendors are **expected** to implement management systems facilitating compliance with all applicable regulations and favoring continuous improvement in terms of the **expectations** set out in this Supplier Code of Conduct. This includes the following:

### **Legal and other requirements**

Suppliers comply with all applicable laws, regulations, contracts and generally recognized standards.

### **Information on the criteria of sustainable development in the supply chain**

Suppliers communicate the principles set out in this Supplier Code of Conduct in their supply chain.

### **Commitment and responsibility**

Suppliers are encouraged to meet the expectations set out in this Supplier Code of Conduct by providing sufficient resources to meet them.

### **Risk management**

Suppliers are expected to implement mechanisms to identify, identify, and manage risk in all areas identified in this Supplier Code of Conduct as well as any applicable legal requirements.

### **Documentation**

Suppliers are expected to develop appropriate documentation that demonstrates that they share the principles and values expressed in this Supplier Code of Conduct. The Aristo Group may review this documentation as part of a mutual agreement.

### **Training and competences**

Suppliers enable managers and employees to participate in training to obtain the appropriate level of knowledge and understanding of this Supplier Code of Conduct, applicable laws and regulations, and generally recognized standards.

### **Continuous improvement**

Suppliers are expected to continuously improve their sustainability by implementing appropriate measures.