equadro®
FULL CUSTOM ELECTRONICS

Code of Conduct for Suppliers

This Supplier Code of Conduct sets out the minimum requirements for all suppliers wishing to conduct business and maintain commercial relationships with Equadro.

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1 EQUADRO SUPPLIER CODE OF CONDUCT

Our mission is to deliver effective solutions for our clients by applying the best technologies and devising innovative solutions that look to the future.
For us, fulfilling our mission also means doing so in a responsible and ethical manner, managing our internal processes with an awareness of who we are as a company and as a group of people, and of how we interact with partners, customers, institutions and suppliers.
Through this Code of Conduct, we set out the standards we require our suppliers to adhere to, so that the relationship we build with them is based on the same fundamental principles and values in which we believe.

2 MANAGEMENT REQUIREMENTS AND RESPONSIBILITIES

Equadro requires its suppliers to adopt a system of conduct and rules and to monitor compliance with them.
Equadro requires all its suppliers to implement and maintain appropriate compliance procedures to ensure effective adherence to this Supplier Code of Conduct.

These procedures must, as a minimum, provide for:

- the identification of a person with the necessary hierarchical authority (preferably at management level) to whom responsibility for managing compliance is entrusted;
- the identification of key areas of compliance risk;
- the establishment of compliance policies through the implementation of written instructions to the relevant employees;
- systematic compliance training programmes;
- procedures to monitor the effectiveness of the compliance system and to impose sanctions in the event of a breach;
- the application of sanctions in cases of breach of compliance rules

Equadro requires the supplier to ensure that this Supplier Code of Conduct is made available to all its employees and contractors who have dealings with Equadro.
Similarly, the supplier must require its own suppliers and partners to adopt equivalent compliance standards.

3 HUMAN RIGHTS AND WORKING CONDITIONS

Equadro calls upon its suppliers to respect and protect human rights both in the workplace and in the commercial activities they carry out, and to ensure that working conditions comply with the law, standards and conventions applicable at international level (such as, for example, the ILO, the OECD Guidelines for Multinational Enterprises, the UN Global Compact or the Global Reporting Initiative).

Specifically, Equadro explicitly requires compliance with the following commitments:

- not to be complicit in human rights violations within its sphere of influence;
- to respect employees' right to freedom of association and collective bargaining;
- to refrain from profiting from or participating in any form of forced labour;
- to refrain from profiting from or participating in any form of child labour exploitation;
- not to practise any form of discrimination in recruitment or employment practices on grounds of race, colour, ethnicity, religion, nationality, gender, sexual orientation, age, physical ability, health conditions, political or social opinions, trade union membership or marital status;
- ensure that all employees are paid a wage at least equal to the minimum wage laid down by law or by the applicable national collective agreement or other recognised agreements;
- ensure compliance with working hours, annual leave and periods of leave as provided for by law or by applicable sectoral regulations;
- ensure that workplaces are safe and that adequate risk mitigation measures are in place;
- ensure that its employees take part in regular training on health and safety risk management.

4 ENVIRONMENTAL SUSTAINABILITY

Equadro's suppliers must manage their activities and processes in compliance with applicable environmental obligations and requirements.

Equadro's suppliers must be aware of the relevant laws and regulations, and must hold all necessary permits, licences and authorisations required to comply with them.

Equadro requires its suppliers not only to comply with these requirements, but also to implement practices designed to minimise the environmental impact of their activities, starting with the identification of key areas for attention and the measurement of environmental performance (resource consumption, waste generation, emissions, etc.), so that an improvement plan can then be put in place.

5 INTEGRITY IN BUSINESS PRACTICES

Equadro requires its suppliers to conduct their business activities in compliance with the legal obligations and ethical principles set out in this document.

In particular, Equadro requires its suppliers to:

- Comply with the legislation of every country with which it conducts business, in particular to be familiar with and comply with the laws governing international trade and the obligations and prohibitions laid down therein;
- not to engage in or accept any form of corruption, coercion or undue influence. Specifically, not to make or tolerate payments or the donation of items or benefits of value to commercial or institutional

counterparts or other interested parties for the purpose of obtaining or maintaining undue advantages;

- comply with competition and antitrust legislation, refraining from practices involving the fixing of prices, terms of sale, or the division of markets, customers or geographical areas;
- refrain from adopting commercial or marketing practices that are misleading and/or intended to distort the customer's economic behaviour.

6 INTELLECTUAL PROPERTY AND PERSONAL DATA

Equadro requires its suppliers to respect and protect its own confidential information, as well as that of its customers and partners.

In particular, it requires its suppliers to:

- refrain from disclosing or communicating to third parties any confidential customer information to which they have gained access in the course of their business relationship with those customers. They must also refrain from taking advantage of such information through financial transactions carried out on the basis of this information;
- to enter into confidentiality agreements in situations where access to customers' confidential information is unavoidable for the performance of services or the supply of products to its customers;
- to manage the personal data of its customers contact persons in accordance with applicable legislation.

7 SUPPLIRE'S COMMITMENT

This Supplier Code of Conduct is presented to suppliers during Equadro's supplier qualification process, and signing it is an essential condition for establishing a business relationship.

Equadro may request confirmation of the commitments set out in this document, including when new contracts are entered into.

Equadro requires the supplier to undertake to adopt a similar approach towards its own suppliers, in order to extend compliance with a system of rules based on the values contained in this code throughout the supply chain.