

## **SUPPLIER CODE OF ETHICS**

**Moltec International** is committed to:

- Conduct business in a professional, ethical and honest manner
- Comply with the law wherever we conduct business

**Moltec International** expects its Suppliers and their Sub-Suppliers to:

- Conduct business in a professional, ethical and honest manner
- Comply with all applicable laws wherever they do business, including laws relating to employment, human rights, the environment and health and safety

**Moltec International** will not deal with Suppliers or Sub-Suppliers who do not comply with the expectations set in this Code.

**Moltec International** reserves the right to update this Code of Ethics from time to time.

### **1. Governing Principles**

#### **a. Conflicts of Interest**

**Suppliers should not engage in any activity that results in an actual or perceived conflict of interest.**

- **Entertainment, gifts and payments**

Providing or receiving gifts of money, goods or services solely for personal use, personal discounts, loans, gift of non-business related travel or accommodations, personal favors or any other benefit which might influence or raise doubts as to the impartiality of the recipient and damage the reputation of Moltec International for fair dealing are prohibited.

Certain business courtesies such a payment of a reasonable amount for lunch or dinner in connection with a business meeting would not be considered a gift within the context of this policy. Advertising novelties of insignificant value would not be inappropriate to give or receive if widely distributed to others under the same business relationship with the donor.

- **Arm's length dealings**

Suppliers may only deal with Moltec International employees who can be stated as being 'at arm's length' to the Supplier.

- **Illegal payments**

Offering or accepting bribes, kickbacks or improper payments of any kind is strictly prohibited.

#### **b. Confidentiality of Information**

**Suppliers are responsible for protecting all of Moltec International's Confidential Information or that of any customer, supplier or business partner ensuring that such Information is only utilized for the purpose of which it was provided.**

Each Supplier must treat all information related to, or supplied by, Moltec International as Confidential;

Information may include but is not limited to; trade secrets, designs, inventions, prototypes, know-how, techniques, undisclosed patent pending, finances, personnel records, business plans and proposals, marketing or sales forecast strategies, pricing lists, supplier data, etc. are to be kept Confidential.

**c. Compliance with Laws, Rules and Regulations**

**Suppliers must comply with all laws and regulations governing their place of business and shall not, at any time, take known actions to violate such, including but not limited to:**

**Health and safety**

Suppliers are expected to follow safe work practices and comply with all of the applicable guidelines related to their work. Suppliers are responsible for the health, safety, and continuous training of their employees and are expected to minimize risks and implement best possible preventive measures against accidents and occupational illness.

**Human Rights**

Suppliers must adhere to their local employment laws such as maximum hours of daily labor, rates of pay, minimum age, privacy and other fair working conditions. Child labor must be strictly prohibited. Suppliers must promote equal opportunities and treatment of their employees, irrespective of skin, colour, race, religion, social origin, sexual orientation, political belief, sex or age.

**Environmental Responsibility**

Suppliers are expected to minimize the impact of their operation on the environment.

**2. Reporting of Violations and Other Illegal Or Unethical Behavior**

Any Supplier or Supplier's employee who become aware of illegal or unethical behavior and/or any violation of this Code of Ethics has a responsibility to report his or her knowledge promptly in writing to [ethics@moltecinternational.com](mailto:ethics@moltecinternational.com). If not required by law, persons reporting concerns may request to remain anonymous. Moltec International makes every effort to protect the confidentiality of information provided, unless maintaining confidentiality would create a significant health, safety or legal risk.