

Purpose of the Supplier Code of Conduct

This Supplier Code of Conduct has been created for the purpose of ensuring that our Suppliers abide by the XSYS Code of Conduct, provide safe working conditions for their employees and treat them with respect. Their production processes should be responsible and environmentally friendly.

The Supplier Code of Conduct reflects international laws and internationally accepted standards of environmental and social responsibility and good corporate governance in addition to our company's high expectations for ethical business behaviour. We rely on a number of sources to develop our Supplier Code of Conduct including the Universal Declaration of Human Rights, the UN Global Compact, the International Labour Organization, the EU Corporate Sustainability Reporting Directive (EU-CSR), the OECD Due Diligence Guidance for Responsible Business Conduct and our industry representative organization.

We expect our Suppliers to apply the same principles to their sub-suppliers and/or sub-contractors if they are part of the supply chain providing goods and/or services to XSYS.

Our Commitment to Suppliers

XSYS seeks to engage in relationships with Suppliers that are socially responsible, behave with integrity and focus on sustainable development. Our goal is to partner with Suppliers who demonstrate sustainable and ethical business practices.

Our Expectation of Suppliers

a) Business Integrity & Standards

Laws, regulations and trade control

Our Suppliers must comply with all relevant laws and legislation including all applicable export laws and regulations, trade sanctions and import obligations issued by the country of their domicile, the United Nations, the European Union and the United States.

Competition and anti-trust laws

We expect our Suppliers to respect anti-trust laws and refuse any agreement with a competitor concerning prices, costs, terms, customers, markets, production, business plans or any other matter that could affect competition. An unspoken agreement to fix prices or allocate markets is just as illegal as a spoken or written agreement.

Bribery and Corruption

We expect our Suppliers to understand that offering, giving, receiving or soliciting something of value in order

to unfairly influence a business action or decision is considered by XSYS as a bribery.

Conflicts of interest

Conflicts of interest may involve (among other things) an acceptance of personal benefits, from a person or organisation dealing, or expecting to deal, with XSYS in any type of business transaction.

The decisions our Suppliers make must not be influenced, or perceived to be influenced, by any personal or private opportunities or relationships, potential financial gain or other benefit.

Gifts and entertainment

We expect our Suppliers to respect that gifts and entertainment given and received as a reward or encouragement for preferential treatment are not allowed. In certain circumstances, the giving and receiving of modest gifts and entertainment is acceptable. Nonetheless, depending on their size, frequency and the circumstances in which they are given, they may constitute bribes, political payments or undue influence.

Business records and confidential information

We expect Suppliers to keep accurate and up-to-date records of matters related to their business with XSYS, and to demonstrate compliance with applicable laws and regulations.

XSYS believes its proprietary information is an important asset in the operations of its business, and prohibits the unauthorised use or disclosure of this information.

b) Human Rights and Labour Standards

Suppliers must commit to upholding the human rights of workers and to treating them with dignity and respect. Standards are set for working hours, wages and benefits, and freedom of association.

Child labour

XSYS recognises the rights of every child to be protected from economic exploitation, and complies with the laws of each country in which it operates in regards to minimum hiring age for employees.

Forced labour

Suppliers shall not use work that is performed involuntarily under the threat of penalty, dismissal, or denunciation to authorities or as a disciplinary measure or for failure to meet production quotas.

Freedom of Association and collective bargaining Suppliers shall not interfere with employees' freedom of association and collective bargaining that are in accordance with applicable laws and regulations.

Non-discrimination and No-Retaliation

XSYS does not discriminate against anyone on the basis of any characteristic protected by applicable law, but shall always, where such action is not addressed or foreseen otherwise by applicable laws, ensure that no discrimination occurs including based on race, creed, disability, gender, marital or maternity status, religious or political beliefs, age or sexual orientation. XSYS will, under no circumstance, tolerate retaliation against anyone who speaks up in good faith to report concerns about behaviour that does not comply with the XSYS Code of Conduct, its policies or any applicable laws.

We expect our Suppliers to share this policy.

Abuse and harassment of labour

Suppliers must strictly prohibit any kind of harassment, intimidation, bullying or abuse of any employee, including through the threat of physical punishment or disciplinary action, or physically, sexually, racially, psychologically, or verbally.

Wages and benefits

XSYS complies with applicable employment laws, regulations and industry standards in each country in which it provides employment. Suppliers shall ensure employees are paid a fair wage according to at least the legal minimum standards or appropriate industry standards, whichever is higher.

Working hours

We expect our Suppliers to ensure employees do not work excessive hours, in accordance with national laws, collective agreements and the provisions of the relevant local standards on working time.

c) Health & Safety Standards

Health and safety policy

Suppliers shall have a clear, publicly-available health and safety policy statement in place, be committed to developing and applying appropriate health and safety management systems and to monitor and report corrective actions against incidents.

Safe working environment

Suppliers will maintain a safe, healthy, clean, and well-lit work environment including access to safe water, sanitation and hygiene, appropriate and adequate facilities and protection from hazardous materials or conditions.

d) Responsible Sourcing

Environmental impact

Suppliers are expected to demonstrate environmental responsibility by minimizing any adverse effects from their operations on the community, environment and natural resources. All required permits, registrations and reporting are to be obtained, maintained and kept current.

Conflict minerals

Suppliers must comply with all applicable conflict mineral laws and use reasonable endeavours to ensure that any goods supplied to XSYS do not contain any “conflict minerals” (including, but not limited to, tin, tantalum, gold and tungsten) which are sourced directly or indirectly from any country that is subject to restrictions pursuant to conflict mineral laws or equivalent.

Raising a concern

We set high ethical standards for our Suppliers, consistent with our company's culture.

We expect our Suppliers to raise any concerns about our business conduct, or a potential breach of this Supplier Code of Conduct or our XSYS Code of Conduct, directly with their contact in XSYS. If a Supplier prefers, a concern can also be raised through our XSYS EthicsPoint.

EthicsPoint is a confidential service for employees and third parties (including our Suppliers) that is managed by an external company, independent of XSYS, with trained staff able to deal with calls in local languages. The information you provide will be sent to us by EthicsPoint on a totally confidential and anonymous basis if you choose to remain anonymous.

Ethics Point is available via telephone, email or internet, 24 hours a day, 7 days a week.

Contact details for Ethics Point are as follows:
xsys.ethicspoint.com