



## SUPPLIER ETHICAL CHARTER

ALSTEF Group, is committed to complying with all existing laws and regulation, promoting respect of human rights and labour standards, and protecting the environment on operations as well as in our relationships with business partners. We expect our suppliers to do the same, by joining our basic requirements to meet ALSTEF Group commitments.

### **Human rights and Labour Code**

- Working time: respecting existing laws and labour regulation dedicated to the sector with regard to working time, including laws about additional hours.
- Salary and benefits: proposing remunerations as prescribed in respective national laws, including the regulation concerning minimum wage, and in compliance with existing the sector practices and with the labour market.
- Non-discrimination and impartiality: applying the principles of equal opportunity and fair treatment. Zero tolerance of all sorts of discrimination or verbal or physical harassment against employees.
- Freedom of association and collective bargaining: recognizing, within the limits of the law, right of freedom of association and employees collective bargaining.
- No forced labour: zero tolerance for any form of forced labour, including the forced labour of prisoners, bonded labour, slavery or all forms of trafficking in human beings.
- No child labour: respecting requirements in terms of minimum age of work as set by national laws and international agreements.

### **Health, Security and Environmental Protection**

- Observing all existing laws and regulations regarding health, security at work, conservation and protection of the environment
- Using or establishing a reasonable environmental management system
- Ensuring security and protecting the health of workers

### **Ethics and legal integrity**

- Prohibition of corruption and bribery: do not make or do not tolerate any kind of corruption, such as payments or other types of benefits allocated to influence a decision-making.
- Competition and antitrust: carrying out activities in conformity with existing laws and regulations.
- Conflict of interests: avoiding any conflict of interest or situation that would give the impression of a potential conflict during transactions with ALSTEF Group or with third parties.
- Confidentiality: keep confidential all business data, as well as financial data, technical data and ALSTEF Group business correspondence. Do not misappropriate the intellectual or material property of ALSTEF Group, or of any other company.

I, the undersigned ..... accept this ALSTEF Group « Supplier ethical charter » and commit that our company will respect the principles stated in this chart.

Company name:

Date:

Position:

Signature and company stamp: