



Supplier Code of Conduct

SC-POL.002.1.0 | March 2024

ANAVIA has a 'zero tolerance' policy when it comes to unethical business behavior, such as bribery, corruption and forced labor. We expect all of our suppliers to adhere to similar standards and to conduct their business ethically.

As a supplier, you must comply with all applicable local and international laws and regulations, the requirements set out in this ANAVIA Supplier Code of Conduct and your contractual obligations to us. The ANAVIA Code of Conduct defines the main principles underlying your business activities as one of our suppliers.

Human Rights

As a supplier to ANAVIA you shall:

- Respect the personal dignity, privacy and rights of each individual.
- Refuse to make any person work against his or her will.
- Prohibit behavior including gestures, language and physical contact, that is discriminative, sexual, racist, coercive, threatening, abusive or exploitative.

Fair labor conditions

You shall ensure fair labor conditions. In particular, you will:

- Refrain from employment discrimination based on gender, age, ethnicity, nationality, religion, disability, union membership, political affiliation or sexual orientation.
- Not tolerate or use child labor in any stage of your activities other than in accordance with all applicable laws and regulation.
- Not use any forced labor, including but not limited to involuntary prison labor, victims of slavery and human trafficking and allow all employees the choice to leave their employment freely upon reasonable notice.
- Compensate employees fairly and follow local wage regulations and/or collective agreements, and where these do not exist, we recommend that working hours not exceed fifty hours per week including overtime.
- Ensure that employees are allowed at least one uninterrupted day off per week.

Health, safety and environmental management

You shall provide a safe and healthy workplace for all your employees and shall conduct your business in an environmentally sustainable way. In particular, you will:

- Formally appoint a competent person to manage health, safety and environmental programs and improvements.
- Establish appropriate organizational structures and procedures for the effective management of health, safety and environmental risks.
- Ensure that all workers are sufficiently aware of these risks and appropriately trained on the Implementation of control measures.

Material compliance and conflict materials

At ANAVIA, we are determined to comply with regulatory and customer requirements regarding the prohibition and restriction of substances, including hazardous and conflict materials. Therefore, suppliers shall ensure that the goods provided to ANAVIA are in compliance with requirements covered under the scope of all relevant local and international regulations. In particular, you will:

- Declare to ANAVIA affected substances and list contained goods you supply to ANAVIA.
 - Implement a policy regarding conflict minerals and exercise due diligence to investigate the source of these minerals.
- Respond in a timely manner to ANAVIA's requests for evidence of your compliance with these requirement

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Business ethics and Anti-corruption

You shall conduct your business in an ethical manner, in particular, you will:

- Refrain from any and all forms of corruption, extortion and bribery, and specifically ensure that payments, gifts or other commitments to customers (including ANAVIA employees), government officials and any other party are in compliance with applicable anti-bribery laws.
- Disclose to ANAVIA information regarding potential conflicts of interest relating to your activities as an ANAVIA supplier, including disclosure of any financial interest an ANAVIA employee may hold in your business.
- Protect all confidential information provided by ANAVIA and our respective business partners.
- Respect intellectual property of others, including ANAVIA.
- Adhere to international trade regulations and national and international export control regulations.

Secure business

You shall conduct your business in a secure manner. In particular, you will:

- Implement reasonable measures for minimizing exposure of ANAVIA to security threats such as terrorism, crime, pandemics and natural disasters.
- When visiting or working at ANAVIA locations, follow ANAVIA's security procedures and report any security concerns to the appropriate ANAVIA channels.

Procurement by supplier

You shall procure goods and services in a responsible manner. In particular, you will:

- Select your tier-one suppliers providing goods or services directly or indirectly to ANAVIA, based on them agreeing to adhere to standards comparable to those set forth in this ANAVIA Supplier Code of Conduct.
- When working at ANAVIA locations, only subcontract work with prior written consent from ANAVIA.

Inspection and corrective actions

In order to ensure and demonstrate compliance with the ANAVIA Supplier Code of Conduct, you shall keep record of all relevant documentation, and provide to us supporting documentation upon request. To verify your compliance, we reserve the right to audit and inspect your operations and facilities, at our own cost and upon reasonable notice, with or without support of a third party.

If the results of such an audit or inspection cause us to be of the opinion that you do not comply with this ANAVIA Supplier Code of Conduct, you shall take necessary corrective actions in a timely manner, as directed by us. If you fail to comply with this ANAVIA Supplier Code of Conduct, then we may take action against you, including suspending or terminating your activities as one of our suppliers.

Access to remedy

In the context of our business relationship, if you or your employees believe that the terms of this ANAVIA Supplier Code of Conduct are not adhered to, or that ANAVIA is not acting in accordance with its own ANAVIA Code of Conduct, then we encourage you to raise your concerns via the ANAVIA reporting channels.