

USG Supplier Code of Conduct

Introduction

The activities of Utility Support Group (USG) B.V., hereinafter “USG”, are determined by three core elements: People, Planet and Profit and are translated into: Respect for people, Respect for the environment and Good corporate citizenship.

Implication

USG believes that these values imply a responsibility to involve its suppliers in its efforts to improve social and working conditions and safety, health and environmental performance within USG as well as in its supply chains.

USG therefore expects suppliers/contractors to express their preparedness and intent, also on behalf of their subsidiaries, to comply with this code and to ask their suppliers to comply as well, use a proactive approach in establishing and maintaining the standards set forth in this Supplier Code of Conduct.

USG’s employees are expected to report to their management any practices in dealings with business partners that are in violation of this Supplier Code of Conduct.

Respect for people

- *Non-Discrimination* – Suppliers shall not discriminate in any manner on the basis of race, ethnic background, age, religion, gender, sexual orientation or disability.
- *Wages* - Suppliers will pursue a fair and competitive remuneration policy
- *Freely chosen employment* - Suppliers shall not make use of forced or bonded labor. By right, labor should be freely given and employees should be free to leave in accordance with established rules.
- *Child labor* - Suppliers shall not employ children in violation of conventions 138 (Minum Age) and 182 (Worst Forms of Child Labor) of the International Labor Organization.
- *Freedom of association* - Suppliers shall respect the right of its employees to be represented by trade unions and other bona fide representatives of employees, and engage in constructive negotiations with such representatives with a view to reaching agreements on employment conditions.
- *Safety, health*– Suppliers implement strict policies with the aim of creating an incident- and injury free work environment and of preventing the occurrence of occupational illness and health problems associated with its activities. At all levels, suppliers play an active role in identifying and rectifying unsafe situations, and works on continuous improvement of the health situation of employees.
- *Fair remuneration*– Suppliers pursue a fair remuneration policy with due recognition for performance.
- *Working hours*– Suppliers do not force their employees to work excessive hours. In case employees are asked to work overtime, their extra work is compensated in line with local legislation.
- *Local community*– Suppliers guarantee healthy and safe living conditions to local residents, support local job creation, local sourcing, education provisioning, and infrastructure development.

Respect for the environment

- *Eco footprint* – Suppliers ensure and demonstrate continuous environmental improvements, including a reduction in raw materials, energy, emissions, discharges, noise, waste and reliance on natural resources and hazardous substances by means of clear targets and improvement policies.
- *Product stewardship program* – Suppliers shall act in accordance with the principles of product stewardship, identifying, managing and minimizing the risks attached to Supplier’s products during their entire lifecycles. In this context, Suppliers share relevant knowledge experience and expertise with their own suppliers, customers and other parties.



- *Waste* - Suppliers shall (have) establish(ed) a procedure in accordance with applicable legislation for the safe handling, storing, transportation, utilization and disposal of waste in accordance with the applicable legislation
- *Safety and health risks for local residents* - Suppliers shall systematically and regularly evaluate, by themselves or external party, the impact of its activities to local residents according to safety aspects, emissions, and wastes from regular activity. The results have to be documented
- *Emergency response* - Suppliers shall do all that is reasonable and practicable to implement an emergency response program that addresses the most likely anticipated emergencies.
- *Information* - Suppliers provide customers and the general public with clear information about the environmental and safety aspects of their products and production processes.

Good Corporate Citizenship

- *Laws and Regulations* - Suppliers should operate in full compliance with international, national and local laws and regulations applicable to their business operations, and obtain all necessary permits. Local industry standards prevail when more stringent than the local legal requirements.
- *Free and fair competition* – Suppliers operate in full compliance with international, national and local laws that are applicable to their business operations and obtain all the necessary permits. Local industry standards prevail in cases where these are more stringent than local legal requirements.
- *Embargoes and trade law* – Suppliers respect the applicable trade laws and restrictions as imposed by the United Nations or other national or supranational bodies of governments, and have implemented strict policies to ensure compliance therewith.
- *Bribery* – Suppliers refrain from any form of corruption including extortion and active or passive bribery
- *Gifts* – Suppliers respect that USG employees do not give or accept any gift or favor that could compromise or raise doubts about the neutrality of the decisions made by USG or the supplier. Suppliers are aware of and adhere to our requirements.
- *Conflicts of interest* – Suppliers disclose to USG all available information about conflict of interest including financial interests of a USG employee in any of suppliers’ businesses
- *Confidentiality* – Suppliers protect all confidential information provided by USG and its respective business partners
- *Transparent accounting* – Supplies’ accounting records and supporting documents show a true, fair and complete picture and reflect the nature of the underlying transactions.
- *Business continuity* - Suppliers strive to maintain policies and plans that mitigate exposure to terrorism, crime, threats, pandemics, natural disasters and related major accidents.

I hereby declare that our Company accepts and will adhere to the USG Supplier Code of Conduct.

Company name:
Name:
Position:
Date: