

## **Elmelin Supplier Code of Conduct**

### **Code of Conduct**

Elmelin as a business has a strong code of ethics and expects the same of its suppliers. We set four expectations of our suppliers.

- Elmelin expect our suppliers to comply with the applicable laws and regulations on occupational health and safety and safe maintenance of production processes in the respective countries where you operate.
- We expect and believe human rights are upheld by all of our suppliers. There should be no child labour or forced labour used in the products they produce for us.
- Elmelin Ltd has a strict anti-bribery and corruption policy in compliance with the United Kingdom Bribery Act (2010). Elmelin also expect suppliers to uphold the highest ethical business standards by conducting their business in a sustainable and responsible manner and act with integrity in accordance with this code.
- Elmelin expect their suppliers to comply with all applicable laws and regulations and standards relating to the protection and preservation of the environment.

### **Health and Safety**

Our business puts our employees' safety first in everything we do and we expect the same of our suppliers. Elmelin expect our suppliers to comply with the applicable laws and regulations on occupational health and safety and safe maintenance of production processes in the respective countries where you operate. Elmelin also expect suppliers to comply with the applicable laws and regulations on product safety (including labelling and product-handling requirements) in the respective countries where you operate. Suppliers shall provide the applicable documentation containing all safety relevant information such as product information, safety datasheets etc.

## **Quality Systems**

Elmelin has for many years been an ISO 9001 registered supplier. More recently we have embarked on our journey towards IATF16949 the more rigid automotive requirement. We have obligations to ensure we purchase from suitably accredited organisations.

## **Human rights and labour standards**

Our business values our employees and their contribution. We deplore organisations that use exploitative labour. We expect and believe human rights are upheld by all of our suppliers. There should be no child labour or forced labour in the products they produce for us. Elmelin is a proud supporter and participant of the Responsible Mica Initiative. Our participation and support of this initiative is helping to eliminate child labour in the mica supply chain. Our views and actions are articulated in our Child Labour Policy which can be found on our website.

## **Legal compliance and ethical business practices**

Elmelin Ltd has a strict anti-bribery and corruption policy in line with the Bribery Act (2010). This can be found on our website under policies. As such we expect our suppliers to comply with all applicable laws, regulations, contractual agreements and internationally recognized standards including, but not restricted to: the prohibition of corruption and bribery, conflict of interest, competition and antitrust, confidentiality and intellectual property, international trade compliance, licensing and permits, tax, data protection and privacy. Elmelin also expect suppliers to uphold the highest ethical business standards by conducting their business in a sustainable and responsible manner and act with integrity in accordance with this code. This also includes the duty to report any observed breach of the code.

## **Environmental protection**

Elmelin expect their suppliers to comply with all applicable laws and regulations and standards relating to the protection and preservation of the environment.