

# Code of Conduct for Suppliers Of ISA's affiliates and subsidiaries

ISA and its companies manage their supply chain according to ethical, human rights, work, environmental, and anti-corruption criteria in all their operations. For this purpose, ISA links its suppliers and its supply chain, thus consolidating the concept of extended enterprise and strengthening the business ecosystem.

ISA2030 Strategy, Sustainable Value: it is the great commitment to create value over time, going from the generation of solely financial value to including social and environmental positive impacts and opportunities that an increasingly dynamic, collaborative, and digital future brings, ensuring corporate sustainability.

Given the above, this document constitutes the Code of Conduct for Suppliers of ISA and its affiliates, aligned with our higher purpose: CONNECTIONS THAT INSPIRE. Its maxims are the main expression of the behaviors, actions, and beliefs of ISA and its companies. It is supplemented by the <a href="Code of Ethics and Conduct">Code of Ethics and Conduct</a>, the <a href="anti-corruption and anti-bribery guide">anti-bribery guide</a>, the <a href="Code of Good Corporate">Code of Good Corporate</a> Governance, and the Commitments with Stakeholders.

With these tools, ISA and its affiliates ratify its commitment to comply with and promote environmental, social, and corporate governance criteria across its value chain, in all its operations, and urges suppliers to comply with and promote them.

### **Scope of Application**

This document covers ISA and its affiliates and defines the non-negotiable fundamental criteria to be met by all the suppliers contracted by ISA and its affiliates.

Knowledge of this code is a prerequisite to contracting. By accepting the contractual conditions, the supplier undertakes to follow and comply with the following provisions:



# **Work conditions and Human Rights**

ISA and its companies follow fair operation practices and respect and promote Human Rights in all their activities, including activities carried out by their suppliers. Therefore, they undertake to:

- Promote a workplace climate based on respect, offering a safe work environment and minimizing work hazards.
- Ensure work conditions that allow for a work-personal life balance.
- Acknowledge and respect the employees' right to form and join trade unions, without any type of discrimination against the employees who have joined these associations.
- Promote a workplace climate that is free of violence and physical, sexual, psychological, moral, or any other type of harassment, including abuse of authority at the workplace or any other conduct that intimidates or goes against the human rights of employees. Likewise, condemn discrimination based on gender, race, skin color, creed, religion, age, nationality, marital status, social class, political opinion, sexual orientation, or disability.
- Condemn and prohibit child labor or any form of forced labor and abusive or exploitative practices.

#### **Environment**

ISA and its affiliates is committed to contribute to the protection of the environment and to manage its environmental impacts. Therefore, it urges its suppliers to undertake to:

- Implement environmental management systems that contribute to continuous improvement, leveraging the sustainable and eco-efficient use of natural resources.
- Reduce the carbon footprint by promoting mechanisms to decrease and offset Greenhouse Gases (GHG) emissions.
- Protect biodiversity, minimizing the impact on natural ecosystems and contributing to their conservation.
- Reduce the consumption of natural resources.



- Develop initiatives that promote: Recycling, Reducing, Reusing, Recovering, and Repairing (the five R's).
- Campaigns to foster, protect, and care for the environment among employees.
- Adopt climate change adaptation and mitigation strategies with the respective measurement of greenhouse gases (GHG) and reduction and offsetting actions.

# **Ethics and Transparency**

ISA and its affiliates carry out its activities following ethics and transparency criteria, which are enshrined in the <a href="Ethics and Compliance Corporate Program">Ethics and Compliance Corporate Program</a>.

Suppliers shall abide by the codes, guidelines, and procedures established therein, promoting practices in their companies that can be extended to their suppliers.

They undertake to appropriately manage and use the information to which they have access due to contract performance, especially confidential or personal information.

#### Prevention of fraud, corruption, and bribery

Suppliers shall work against corruption in all its forms, including extortion and local and international bribery. In that sense, suppliers shall:

- Comply with all the regulations applicable to them, as well as with standards they have voluntarily adopted aiming at the prevention, control, and management of the risk of corruption, fraud, bribery, money laundering, financing of terrorism, and financing of weapons of mass destruction and associated behaviors.
- Maintain a relationship based on institutional respect and transparency.
- Maintain a sincere, transparent behavior in the relationship with public officials; therefore, they shall not offer, promise, authorize, or give financial or other benefits to a public official, directly or through third parties, to obtain improper advantage or to exert undue influence.
- Not use ISA or its companies or the relationship with them, or with any other third party, to commit illicit acts or acts related to corruption, fraud, bribery, money laundering, financing of terrorism, and financing of mass destruction weapons and associated behaviors; especially to be awarded a business with ISA and its companies or to alter the terms, conditions or

- performance of any contract or order of ISA and its companies, including, among others, the Contract.
- Refrain from being associated with third parties known by any means to be linked to corruption, fraud, money laundering, financing of terrorism, and financing of weapons of mass destruction, and associated behaviors.
- File the appropriate legal actions against corruption, fraud, bribery, money laundering, financing of terrorism, and financing of weapons of mass destruction and associated behaviors, refraining from filing legal actions on behalf of or representing ISA and its companies.
- Inform ISA and its companies if they know or suspect of any risk of corruption, fraud, bribery, money laundering, financing of terrorism, and financing of weapons of mass destruction and associated behaviors or of the mention in any administrative or judicial proceeding of any event related to such risks so that the Company can take the appropriate management measures. In any case, the supplier will always try to mitigate these risks.

# Reporting through the ethics line

Suppliers undertake to report through ISA and its companies' ethics line any behavior against ethics, transparency, and commitments established in this Code.

### Mechanisms to make these commitments binding

- Code of Ethics and Conduct
- Anti-corruption and Anti-bribery Management Guide
- Declaration of Commitment to Human Rights
- HSE Manual applicable in each of the affiliates

ISA and its companies can verify compliance with this Code through several mechanisms and during contract performance. This Code will be periodically reviewed and updated according to business needs.

Besides the provisions of this Code, suppliers shall comply with the criteria and conduct established in the legislation applicable to each country where the ISA operates.

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