



## SUPPLIER CODE OF CONDUCT

Atis is committed to conducting its business activities with honesty and integrity, to abide by applicable laws and to ensure that every employee and every business partner is treated with due respect. We expect our suppliers to do the same.

This code of conduct for suppliers (Code for Suppliers) illustrates the corporate rules and principles to be understood as ATIS ethical behavior rules specifying what ATIS expects from its suppliers.

ATIS is proud of its excellent reputation as a responsible and reliable business partner.

To maintain that reputation, responsible management of our supply chain is required. For this reason, our suppliers are an integral part of our responsible business strategy.

## COMPANY INTEGRITY

### HUMAN AND LABOR RIGHTS

Human rights

The Supplier undertakes to:

- a) respect human rights and not be complicit in human rights violations;
- b) have adequate means to resolve any violations of human rights.

### FUNDAMENTAL RIGHTS OF WORKERS

The Supplier undertakes to:

- a) not to employ persons under the age of 18, or the minimum age according to national law (in line with ILO Convention 138 on Child Labor);
- b) ensure that hiring persons above the legal minimum age, but under the age of 18, does not jeopardize the education, health, safety or morals of the persons;
- c) recognize the rights of employees to organize, be members of a trade union and negotiate collectively;
- d) not to resort to any form of forced labor;
- e) not to discriminate against any employee or potential employee;
- f) treat all employees with fairness and respect.

### WAGES AND WORKING HOURS

The Supplier undertakes to:

- a) pay employees the minimum wage and overtime as established by national laws or collective agreements;
- b) apply working hours in accordance with the law and applicable collective agreements. Where no such laws or agreements exist, working hours must not exceed 48 hours per week;
- c) grant all employees at least one day of rest every seven consecutive days of work unless otherwise provided for by applicable laws.

### HEALTH AND SAFETY AT WORK (OHS)

The Supplier undertakes to:

- a) meet all applicable legal requirements relating to occupational health and safety (OHS);

- b) have its own written safety policy that demonstrates its commitment to regulations, and appoint people responsible for safety within its organization;
- c) ensure that they have operational control, such as rules and procedures, and that they inform all employees;
- d) have emergency management procedures;
- e) raise employee awareness on safety issues, enhance safety culture through open communication and ensure that all personnel have received adequate safety training;

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#### ABSTAINING HARASSMENT AND DISCRIMINATION

Our suppliers must not engage in or tolerate harassment of any kind for reasons of race, color, religion, sex, sexual orientation, ethnic origin, age, disability or any other type of hostile, disrespectful, offensive and / or humiliating behavior.

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#### ENVIRONMENTAL IMPACT

The Supplier undertakes to:

- a) meet all environmental requirements in accordance with applicable laws, regulations and permits;
- b) appoint people responsible for environmental issues within their organization;
- c) ensure that its employees have adequate knowledge and experience in environmental matters, as well as resources that enable them to fulfill their environmental responsibilities;
- d) ensure the dissemination to all employees of written instructions and relevant information regarding processes with a potential environmental impact (for example the storage and handling of hazardous materials); e) work to prevent any environmental emergencies and ensure that they are prepared to respond adequately in such an eventuality, analyzing, identifying and adopting preventive and corrective measures;
- f) systematically manage violations or environmental problems and communicate information to employees and external interested parties, including the Company if involved;
- g) provide the Company with updated material safety data sheets (technical or safety data sheets) and all relevant documents and information requested by the Company.

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#### RESPONSIBLE BUSINESS

The Supplier undertakes to:

- a) carry out its activities in full compliance with current antitrust and fair competition legislation;
- b) prevent any conflicts of interest between the Parties;
- c) not to accept or offer bribes, facilitating payments or any object of value for the purpose of obtaining or conducting business or any undue benefits or advantages, having, in general, to comply with existing anti-corruption legislation;
- d) comply with all rules and regulations, including those provided by the Company, relating to the safety and quality of products and services;
- e) record and disclose with transparency and accuracy the details of its commercial operations, organizational structure, economic situation and services in accordance with the laws and regulations in force. This can include the following:
  - (i) ATIS personnel will be required to pay their travel and accommodation expenses during visits to the Supplier;
  - (ii) ATIS personnel must not be given gifts, gratuities or sums of money that may be considered inappropriate or inappropriate in connection with potential commercial transactions.

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#### AVOID CONFLICTS OF INTEREST



In business relationships with our suppliers, we expect them to make decisions based only on objective criteria. All factors that could influence our suppliers' decisions due to private, corporate or other conflicts of interest must be avoided from the outset. The same goes for their relatives and other related parts. If a supplier's employee is related to an ATIS employee and this could represent a potential conflict of interest in a particular transaction or business relationship, our supplier must disclose this to ATIS or have the ATIS employee do so.

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#### INTELLECTUAL PROPERTY AND COMMUNICATION

We expect our suppliers to respect all intellectual property rights, including those of ATIS. They must also take appropriate measures to prevent the disclosure or any unauthorized use of the confidential information of ATIS made available to them. Our suppliers must not issue any external communications about their business relationship with ATIS, including press releases about ATIS without our prior written permission.

Our suppliers must protect the personal data of ATIS employees and customers by using such data only for legitimate and authorized business purposes. Our suppliers must clearly disclose on what occasions and how they collect, use or share personal data. All personal data must be processed exclusively in accordance with the laws and regulations in force for the protection of personal data. In the event of a security breach, our suppliers must immediately notify ATIS in accordance with applicable laws and regulations.