

Supply chain code of conduct

Yondr, including each of its divisions, business units, affiliates and subsidiaries, (collectively, “Yondr”) is firmly committed to conducting business with the highest integrity and in compliance with the letter and spirit of the law. As an industry leader and a responsible business, Yondr seeks to use its position to promote the highest standards for ethics and business conduct wherever Yondr operates. As a supplier of products and/or services to Yondr, your company (“Supplier”) is critical to Yondr’s success, and in order for Yondr to provide superior services in a responsible manner, Yondr requires Supplier to comply with this Supplier Code of Conduct (this “Code”). This Code sets forth Yondr’s fundamental ethical and business conduct requirements for its suppliers. This Code is not intended to be an exhaustive list of all requirements to be followed by Supplier, but is intended to be a high level overview of such requirements. All references in this Code to “Laws” means all applicable laws, regulations, directives, rules, decrees, and governmental orders. Supplier is responsible for ensuring that their directors, officers, employees, agents, representatives, suppliers, subcontractors, and other business partners understand, and comply with the requirements set forth in this Code. Supplier will promptly notify Yondr in writing of any known or suspected violation of this Code.

Non disclosure agreement

Supplier must comply fully with Yondr’s NDA. If Supplier suspects a breach from a member of their organisation Yondr “Confidentiality Breach Handling Procedure” must be applied.

Anti-bribery/Corruption

Supplier must compete strictly on the basis of the merits of their products and services. Supplier must never offer, promise, authorize, or provide, directly or indirectly, anything of value (including, without limitation, business gifts or courtesies) with the intent or effect of inducing anyone (including, without limitation, a Yondr customer, Yondr employee, or higher tier or sub-tier supplier) to forego their duties and provide unfair business advantage to Yondr, Supplier, or others. Accordingly, Supplier will, and will cause its employees, representatives, and subcontractors to, comply with all Laws relating to anticorruption and anti-money laundering in all of the countries in which any affiliated business or associate of the Supplier provides products or services, directly or indirectly, and any other countries in which Supplier conducts business.

Unfair business practices

Supplier must not engage in any illegal anti-competitive conduct or deceptive trade practice for any reason whatsoever, whether on behalf of Yondr, Supplier, or others. Accordingly, Supplier must never rig bids, fix prices, or provide or exchange customers, Yondr's, Supplier's, or others' competitively sensitive information (including, without limitation, price, cost, and technical data) with Yondr's competitors or competitors of Supplier. Supplier must also refrain from abusing their market power, whether for their benefit or for the benefit of others, by refusing to deal fairly, engaging in predatory or discriminatory pricing practices, conditioning the sale or provision of a particular product or service with that of another product or service, or undertaking similar abusive tactics. Supplier must not engage in other deceptive or unfair market practices, whether on behalf of Yondr, Supplier, or others. Further, Supplier must never make any misrepresentations relating to the products or services of Yondr, Supplier or others. Similarly, Supplier must never denigrate Yondr's competitors or Supplier's competitors, or their products or services.

Data Privacy and Information Security Supplier must follow all applicable data protection, privacy and information security Laws in the countries in which it operates and be committed to respecting and protecting the privacy of individuals (including, without limitation, a Yondr customer, Yondr employee or other supplier). Supplier may only collect personal information for business related purposes in connection with the specific services being provided to Yondr. Supplier shall retain personal information only for as long as necessary to fulfill the business related purposes in connection with the services being provided to Yondr. Supplier may disclose personal information to third parties only as necessary to provide services to Yondr or as may be required by Laws and Supplier shall take all appropriate actions to ensure that a third party protects personal information that Yondr discloses to it. Supplier shall collect, use, maintain, disclose (internally and externally), and destroy personal information in a manner that limits the risk of loss, theft, misuse, or unauthorized access. Supplier shall dispose of personal information upon the completion of services to Yondr or when no longer needed for the business related purposes.

Conflict of Interest Supplier must avoid all conflicts of interest or situations giving the appearance of a conflict of interest when doing business with Yondr. Supplier must promptly report to Yondr any instances involving actual or apparent conflicts of interest between Supplier's interest and those of Yondr, such as a direct personal or financial interest in a business decision or vendor selection. Likewise, Supplier shall not, without prior written notification thereof to Yondr, enter into any business relationship with any director, employee, or representative of Yondr that may create a conflict with their fiduciary obligations with, or the interests of, Yondr.

Labor Supplier must follow all applicable Laws in the countries in which it operates, and be committed to the value of, and respect for all people. Supplier is responsible for respecting human rights in its operations, and will comply with the standards set forth in the United Nations Universal Declaration of Human Rights. The standards set forth in this Code apply to all workers, including, without limitation, temporary, migrant, student, contract, direct employees, and any other type of worker of Supplier. The applicable labor standards are:

/ Child Labor. Supplier will not engage in or condone the unlawful employment or exploitation of children in the workplace. Supplier will be committed to combating the exploitation of children, and therefore prohibit any use of child labor with any vendor, supplier or other third party arrangements. Supplier will work to raise awareness internally of such exploitation and cooperate with law enforcement authorities to address any such instances of which Supplier becomes aware.

/ Human Trafficking, Slavery and the Right to Voluntary Labor. Supplier will respect the free choice of all persons and strictly prohibit forced or compulsory labor for any employees. Supplier will not do business with, tolerate, or associate with organizations or entities that condone or are engaged in the practice of coercing or imposing work with little or no freedom of choice. Supplier will comply with the UN Guiding Principles on Business and Human Rights, and will work to raise awareness within its employee population of Supplier's responsibility to protect human rights. Supplier will cooperate with law enforcement to address such instances that come to the attention of Supplier.

/ Freedom Against Prejudice and Discrimination. Supplier will strive to maintain an inclusive workplace free of harassment and discrimination based on a person's status such as race, color, religion, national origin, gender, sexual orientation, gender identity, age, disability, veteran or military status or other characteristics protected by Law. Supplier will ensure that it has requisite policies and practices in place to foster a harassment and retaliation free environment.

/ Safe and Secure Workplace. Supplier will be dedicated to providing a safe and secure workplace for all of its employees, and prevent accidents to employees, customers, and visitors. Supplier's leadership will ensure compliance with this commitment in every location and facility in which Supplier operates.

/ Working Hours and Wages. Supplier will comply with all Laws dealing with the wages Supplier pays its employees and the hours they work. As appropriate, Supplier's policy will be further defined at the regional and country level to prevent the exploitation of the local workforce. Supplier will be committed to being an ethical employer that strives to improve labor standards, respects its employees' contributions, and rewards them fairly.

/ Freedom of Association. Supplier will respect the rights of employees and comply with all Laws concerning freedom of association and collective bargaining.

Health and safety

Supplier must comply with all health, safety, and security Laws of the jurisdictions in which it does business and limit worker exposure to potential safety hazards (including, without limitation, electrical sources, fire, heat, vehicles, and fall hazards) through proper design, engineering and administrative controls, preventive maintenance and safe work procedures. When necessary to safely perform a job, Supplier will provide workers at no cost and as appropriate the proper personal protective equipment and ensure proper maintenance of the equipment. Supplier employees must be free to raise safety concerns without fear of retaliation in any form. Supplier will record, track and report all occupational injuries and illnesses as required by applicable Laws and in a manner which will: (i) encourage worker reporting of job related injuries; (ii) classify and record cases of injury and work related illness; (iii) provide necessary medical treatment; and (iv) investigate and implement corrective actions to eliminate their causes

Environment and sustainability

Supplier recognizes that adverse effects on the community, environment and natural resources must be minimized to safeguard the health and safety of the public. To achieve this objective, Supplier shall observe and comply with all applicable environmental Laws, including, without limitation, those which relate to (i) obtaining and maintaining required environmental permits, approvals and registrations, as well as complying with applicable operational and reporting requirements; (ii) the handling, removal, transportation and disposal of hazardous materials used by Supplier; and (iii) monitoring, controlling, treating and sanitizing air emissions, waste water and solid wastes. Supplier will seek opportunities that promote the efficient use of resources and energy, as well as clean and low energy solutions.

Gifts and gratuities

Supplier shall not give to or receive from any director, employee, or representative of Yondr any gift, entertainment, or other favor of material value, or any commission, fee, or rebate, with the intent or effect of inducing anyone to forego their duties and provide unfair business advantage to Yondr, Supplier, or others.

Yondr compliance verification

Yondr does not assume any duty to monitor or ensure compliance with this Code. Supplier acknowledges and agrees that Supplier is solely responsible for full compliance with this Code by Supplier's directors, officers, employees, representatives, suppliers, contractors, and other business partners. Supplier will nonetheless permit Yondr and/or its representatives to assess Supplier's compliance with the expectations set forth in this Code when rendering services or furnishing products for Yondr. Such assessments may include, without limitation, on-site inspection of Supplier facilities and review of related Supplier information, including books, records, certifications, permits, and other documentation evidencing Supplier's compliance with this Code. Supplier will also fully cooperate with Yondr in such assessments, and Supplier will promptly correct any non-conformances identified during such assessments.



In the event that this Code conflicts with the terms of any Supplier contract with Yondr, and the contract term is more restrictive than this Code, the Supplier must comply with the more restrictive term of the contract.

For questions or concerns about this Code, including its application to specific circumstances in connection with your organization's performance of work for Yondr, or to report any suspected violations of this Code, please contact;

Anna Williams
Head of Supply Chain
Dated: 01 January 2020