



# V-ADVICES SUPPLIER CODE OF CONDUCT

**V-Advices Standard Business Conduct**

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# V-ADVICES

## COMPANY OVERVIEW

Founded in 2009 as **V-Advices**, our company focuses on consulting on quality, regulations, certification, and EHS. Over the years, we have recognized a growing need to support companies in navigating complex regulatory environments. This insight led us to expand into software development in 2020, creating solutions that facilitate compliance and operational excellence. Today, we are a major player in the medical, aerospace, railway, and pharmaceutical industries, with an unwavering commitment to trust, help, safety, and security.

## CORE VALUES

Our core values underpin our work and define our interactions with customers and partners:

- **Trust:** We build trust by providing reliable, high-quality services
- **Innovation:** We are committed to innovation to provide cutting-edge solutions that address the evolving needs of our industries
- **Security:** Ensuring the safety of our customers' operations and products is at the heart of our services
- **Integrity:** We uphold the highest ethical standards and integrity in all our business interactions and practices
- **Community involvement:** We actively engage with and support the communities in which we operate

## UNIQUE STRENGTHS

- **Pioneering expertise:** We are a significant player in quality, regulatory, certification, and EHS consulting, offering both consulting and software solutions
- **Tailored services:** Our services are tailored to meet the specific needs of industries such as medical, aerospace, rail, and pharmaceutical
- **Focus on trust and safety:** We ensure our customers receive reliable and safe care, emphasizing trust, safety, and security.
- **Commitment to innovation:** We provide cutting-edge solutions, helping customers keep pace with regulatory changes
- **Exceptional customer service:** Our dedicated team is known for responsiveness and support, meeting customer needs with excellence

# STANDARDS OF BUSINESS CONDUCT

Throughout our history as a company, we have seen radical changes in technology, the economic climate, and our industry. Still, our commitment to a core set of values has remained the same. Our Standards of Business Conduct (SBC) help us stay true to our values by providing the information, guidance, and resources we need to operate with honesty and integrity and comply with laws and regulations wherever we do business. **V-Advices** is committed to conducting its business in strict compliance with applicable laws, and we expect the same commitment from all our suppliers. We adhere to the highest standards of business ethics and recognize anything less than unacceptable.

- We comply with all laws of the country of manufacture or sale related to equal employment opportunity, affirmative action, supplier diversity, environmental and safety regulations, and other national policies.

- Zero tolerance for any action or implication of reciprocity by **V-Advices** or a supplier
- Conflicts of interest must be avoided. This may occur if an employee or family member has a financial interest in or exercises control or influence over a **supplier, customer, reseller**, or competitor of **V-Advices**.
- Any use of **V-Advices' name or trademarks** by any other entity in a manner that suggests **V-Advices** has an affiliation with such entity requires an appropriate written license from **V-Advices**
- **V-Advices** believes in a thriving market with free, fair, and open competition. We treat our customers, suppliers, dealers, and competitors reasonably and sell our products and services based on quality and merit.
- **V-Advices** does not tolerate corruption in any form, whether it is government officials or representatives of non-governmental trade organizations.
- **V-Advices** conducts its business with integrity and makes sound business judgments **on behalf of V-Advices**, free from any influence that may influence our decision-making.
- **V-Advices'** harassment-free workplace policy applies to our suppliers, customers, and anyone who does business with us, both in business settings and work-sponsored activities.
- **V-Advices** has zero tolerance for actions that threaten or have the potential to endanger the safety of our employees, customers, suppliers, or others in the workplace.

V-Advices employees and suppliers are requested to contact [V-Advices \(v-apps.cloud\)](https://v-apps.cloud) in case of a suspected violation.

## SUPPLY CHAIN OVERVIEW

**V-Advices' supply chain** is mandated to provide optimal value-added procurement services that are legal, responsible, verifiable, ethical, of the best quality, environmentally and socially responsible, cost-effective, and meet all regulatory requirements and ISO compliance.

**V-Advices** will avoid situations that may appear to be based on personal favoritism or other factors unrelated to **V-Advices' interests**. Decisions will reflect our best judgment based on a supplier's technology, quality, responsiveness, delivery capabilities, and cost. The supplier's financial stability, environmental performance, responsible sourcing, diversity, and track record are other factors that will be considered.

## V-ADVICES SUPPLIERS

**V-Advices' relationships** with suppliers are of great strategic importance. We use common sense and the highest standards of integrity in working with suppliers. **V-Advices expects** its suppliers to act with uncompromising integrity and follow all appropriate global and regional laws and regulations. This also includes all V-Advices policies and programs aligned with these requirements.

Laws are changing worldwide. To meet these requirements, providers must maintain governance and management systems to facilitate their compliance program. Suppliers must have the necessary documentation to demonstrate compliance. Mechanisms should also be established to determine and manage risks in all areas outlined in this document and its own code of conduct. Suppliers must also have adequate systems to conduct due diligence with their suppliers. Any identified risks should be reported immediately in writing to **V-Advices**. Suppliers must implement appropriate business continuity plans for all operations supporting **V-Advices**.

## SUPPLIER REQUIREMENTS

## QUALITY

**V-Advices** is committed to providing high-quality, safe, and reliable products and services; therefore, we ensure that we consistently meet or exceed the standards set out in our **policy** and the applicable global quality manufacturing standards.

At **V-Advices**, we know that our customers depend not only on our state-of-the-art products and services but also on the superior quality that underpins all our products, services, and support. That's why we ensure, through our Quality Management System (QMS), that our products and services are delivered at the level and quality our customers expect. One of **V-Advices**' commitments to quality is to ensure that quality requirements are set for suppliers, partners, and contractors and hold them accountable for complying with them.

Suppliers must have a documented quality management system aligned to ISO 9001 or a similar standard. For IT security and IT, the system must be ISO27001 or a similar standard.

## ENVIRONMENT AND SUSTAINABILITY

**V-Advices** is committed to conducting business in an environmentally responsible manner. We are committed to complying with all applicable laws, regulations, and policies regarding environmental protection, conservation of energy and natural resources, and reducing the environmental impact of our operations worldwide. This commitment is consistent with our business objectives and **policy** and is essential to the company's continued success.

**V-Advices informs** suppliers and contractors of its environmental requirements and asks them to align their practices with our expectations <sup>1</sup>. Suppliers must comply with all applicable local environmental laws and regulations.

**Since its foundation, V-Advices** has been committed to sustainability and environmental protection. The company has aligned its goals with the United Nations Sustainable Development Goals.<sup>2</sup> and the Science-Based Goals Initiative (SBTi). V-Advices has committed to achieving net-zero greenhouse gas emissions by 2050. V-Advices is committed to attaining interim greenhouse gas reduction targets to ensure the company achieves its net-zero emissions targets. By 2030, V-Advices will reduce absolute Scope 1 and 2 emissions by 50% and Scope 3 emissions by at least 30% compared to the 2019 base year. Both net-zero and intermediate commitments have been validated and approved by the Science Based Targets Initiative (SBTi), a global body aiming to enable companies to set ambitious emissions reduction targets in line with the latest climate science. The goal is to accelerate companies worldwide to halve emissions by 2030 and reach net-zero emissions before 2050.

Working with suppliers to achieve our Scope 3 emissions reduction targets is critical to this success.

Suppliers must have a documented environmental management system or program aligned with ISO 14001.

**V-Advices expects suppliers** to conserve natural resources by reducing water use, energy consumption, greenhouse gas emissions, and waste management/minimizing.

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<sup>1</sup> Direct suppliers of materials must comply with Agilent's general requirements for restricting or prohibiting certain substances in products manufactured or delivered to Agilent according to Agilent's General Environmental Specification (GSE), drawing A-5951-1745-1, as well as any additional and applicable regulations on material content

<sup>2</sup> These 17 global goals were announced in 2015 and are intended as a blueprint for a better and more sustainable future for all. The Sustainable Development Goals are a call to action by all countries – poor, rich, and middle-income – to promote prosperity while protecting the planet. They recognize that ending poverty must go hand in hand with strategies that build economic growth and address a range of social needs, including education, health, social protection, and employment opportunities, while addressing climate change and environmental protection. More details on the UNSDG can be found at <https://www.un.org/sustainabledevelopment/>



**V-Advices expects** suppliers to adopt practices in line with net zero greenhouse gas emissions, disclose their data, and show their progress. Suppliers must have decarbonization targets/targets set by 2035.

Suppliers are required to report sustainability-related progress in line with the United Nations Sustainable Development Goals (UN SDGs) using voluntary platforms such as the S&P Global Corporate Sustainability Assessment, EcoVadis, Environmental, Social, and Governance (ESG) report, Carbon Disclosure Project (CDP), or similar.

**V-Advices' commitment is** to net zero emissions and how we will work with our suppliers to achieve our decarbonization goals mutually.

## HEALTH AND SAFETY

V-Advices is committed to providing a healthy and safe working environment and processes that enable our employees to work without injury and illness, acting responsibly towards the environment. To comply with **the Policy, V-Advices informs** suppliers and contractors of **V-Advices' health and safety** principles and asks them to align their practices with our expectations. Suppliers must comply with all applicable health and safety laws and regulations.

Suppliers and contractors must adopt practices that align with **V-Advices' environmental, health, and safety principles and have a documented health and safety management system or program that is aligned with ISO 45001 or similar.**

## HUMAN RIGHTS AND LABOR PRACTICES

**V-Advices' core values and culture** reflect a commitment to ethical business practices and good corporate citizenship wherever we operate. As a company, we recognize and abide by the core principles contained in the Universal Declaration of Human Rights and <sup>3</sup>our policies and practices reflect our commitment to promoting human rights within the company's sphere of influence.

The components and services for our products<sup>4</sup> come from suppliers in different countries worldwide, each with its laws and regulations. We are committed to respecting human rights throughout our global supply chain and do not knowingly conduct business with individuals or companies that participate in child exploitation (including child labor), physical punishment, forced labor, or human trafficking.

Suppliers must comply with all <sup>5</sup>applicable labor laws, rules, and regulations, including, but not limited to, all laws prohibiting the solicitation, facilitation, or any other use of slavery, child labor, or <sup>6</sup>Human trafficking.

Suppliers must have a human rights policy, procedures, or practices that align with or exceed applicable laws and regulations.

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<sup>3</sup> V-Advices acknowledges and respects the fundamental principles contained in the Universal Declaration of Human Rights. We require suppliers to comply with the prohibitions on forced or compulsory labor set out in Article 2 of the Forced Labor Convention 29 and Article 1 of the International Labor Organization Convention on the Abolition of Forced Labor 105.

<sup>4</sup> V-Apps. cloud

<sup>5</sup> Suppliers must comply with all applicable equal opportunity laws and accompanying regulations: Executive Order 11246, as amended (and the related implementing regulations in 41 CFR part 60); the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended (and its implementing regulations at 41 CFR 60-300); and section 503 of the Rehabilitation Act of 1973, as amended (and its implementing regulations at 41 CFR 60-741); and Executive Order 13496 (and its implementing regulations in 29 CFR part 471, Appendix A to Subpart A).

<sup>6</sup> Suppliers must not employ child labor, as described in the International Labour Organization's Minimum Age Convention 138 and Worst Forms of Child Labour Convention 182.

## ANTI-CORRUPTION AND BRIBERY

**V-Advices** is committed to conducting its business activities in accordance with all applicable laws and regulations prohibiting bribery. We do not tolerate corruption in any form.

**V-Advices has aligned** its procedures and practices to comply with the following requirements and expects its suppliers to follow the appropriate laws and regulations.

**V-Advices providers** must comply with all applicable anti-corruption laws, rules, and regulations (global and local), including the US Foreign Corrupt Practices Act.<sup>7</sup>, the Bribery Act<sup>8,9</sup> And those enacted under the OECD Convention on Combating Bribery of Foreign Public Officials<sup>10</sup> in International Business Transactions. Policies and procedures should be put in place to ensure compliance.

# LEGISLATION

## RESPONSIBLE MINERALS

**V-Advices** supports ending violence, human rights violations, and environmental devastation in the countries concerned. We are committed to complying with all requirements applicable to our company under the Conflict Minerals Rule. We are also committed to sourcing components and materials from organizations that share our values of human rights, ethics, and environmental responsibility. **V-Advices' suppliers** must understand and comply with these requirements and ensure that they provide V-Advices with materials that are "DRC (Democratic Republic of Congo) Conflict Free." **V-Advices** complies with the US Dodd-Frank Act.<sup>11</sup>, known as the "Conflict Minerals Rule."

**V-Advices expects suppliers** to provide **V-Advices** with "DRC Conflict-Free" materials and adopt policies and management systems for conflict minerals to ensure Conflict-Free supply chains. V-Advices will regularly request the Conflict Minerals Reporting Template (CMRT) from your company and expects a full version to be provided upon request.

## ROHS

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<sup>7</sup> The Foreign Corrupt Practices Act of 1977 (FCPA) is a US federal law known primarily for two significant provisions: one addressing accounting transparency requirements under the Securities Exchange Act of 1934 and another regarding bribery of foreign officials. The main goal of the Foreign Corrupt Practices Act (FCPA) is to prohibit companies and their officials from influencing foreign officials with personal payments or rewards.

<sup>8</sup> The Corruption Act 2010 (c.23) is an Act of the UK Parliament that governs criminal law relating to corruption. The Act repeals all previous statutory and common law provisions about corruption, replacing them with the offenses of bribery, bribery, foreign public officials, and failure of a business organization to prevent bribery on its behalf.

<sup>9</sup> Legislative Decree 231/01 as amended.

<sup>10</sup> The OECD Anti-Corruption Convention (officially Convention on Combating Bribery of Foreign Public Officials in International Business Transactions) is an OECD anti-corruption convention aimed at reducing political corruption and corporate crime in developing countries by encouraging sanctions against bribery in international business transactions carried out by companies based in countries that are members of the Convention. It aims to create a level playing field in today's global business environment. The Convention requires adherents to criminalize acts of offering or bribery but not to solicit or receive bribes.

<sup>11</sup> USA - The Dodd-Frank Act, known as the "Conflict Minerals Rule," requires publicly traded companies to report the presence of conflict minerals in manufactured products annually. Conflict minerals are defined as tin, tungsten, tantalum, and gold ("3TG") originating in the Democratic Republic of the Congo ("DRC") or neighboring countries ("Affected Countries"). Many other countries have adopted similar rules.

V-Advices **products** are designed for global compliance and meet RoHS requirements worldwide.<sup>12</sup> To ensure compliance with our products, **V-Advices** requires the full declaration of all restricted or prohibited substances in any part provided to **V-Advices**, including the use of any exemptions or waivers. **V-Advices** requires all parts supplied to comply with all current EU RoHS, China RoHS, UAE RoHS, and Saudi Arabia RoHS requirements.

**V-Advices** requires suppliers to fully disclose the use of any hazardous substances above the permitted RoHS directive and the use of any exemptions from Annex III or Annex IV of the EU RoHS Directive for each part provided to **V-Advices**.

## OBJECTIVES

**V-Advices** supports the restriction of chemicals and the substitution of unnecessary hazardous chemicals and is committed to eliminating Substances of Very High Concern (SVHCs) if possible or otherwise communicating the presence of SVHCs in our supply chains.

**V-Advices expects** all parts and chemicals supplied to **V-Advices** to be free of substances listed in Annex XIV or EU REACH. V-Advices requires notification of all products supplied that do not meet this requirement.

**V-Advices** requires that all products containing substances listed in Annex XVII of the EU REACH Regulation comply with the conditions of the restrictions. **V-Advices** requires notification of all products supplied to **V-Advices** containing any of these substances.

**V-Advices** requires suppliers to fully disclose all products containing substances of very high concern (SVHCs) listed in the REACH Appendices also available at: <https://echa.europa.eu/candidate-list-table>) present in any item over 0.1% (w/w) of each part supplied.

Suppliers should know that REACH is usually updated every 6 months and must refer to the latest version. The presence of any REACH substance must be reported at [regulatory@v-advices.com](mailto:regulatory@v-advices.com)

## TOXIC SUBSTANCES CONTROL ACT (TSCA) PBT SUBSTANCES

As required by the Toxic Substances Control Act (TSCA), the US Environmental Protection Agency (EPA) has enacted regulations to reduce exposure to certain persistent, bioaccumulative, and toxic chemicals (PBTs). These chemicals accumulate in the environment over time and can pose a potential risk to exposed populations. The rules restrict or prohibit the production (including import), processing, and/or commercial distribution (including in articles) of these PBT chemicals.

**V-Advices** requires suppliers to follow the "Regulation of Persistent, Bioaccumulative and Toxic Chemicals under Section 6(h) of the TSCA" and that all substances, including those with restriction dates published in the future, present in products supplied to **V-Advices** above the regulated concentration limits must be reported to [regulatory@v-advices.com](mailto:regulatory@v-advices.com)

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<sup>12</sup> Worldwide RoHS requirements such as:

- The European Union (EU) Restriction of Hazardous Substances (RoHS). Most Agilent products are classified within the EU RoHS Directive's categories as industrial monitoring and control equipment (category 9), and a limited number of Agilent products are classified as in vitro diagnostic medical devices (category 8).
- UAE RoHS - Restrictions on the Use of Hazardous Materials in the Control Scheme of Electronic and Electrical Devices, Regulation No. 10, of 2017
- China RoHS 2 Administrative Measures on the Restriction of the Use of Hazardous Substances in Electrical and Electronic Products
- Saudi Arabian Technical Regulation for the Restriction of Hazardous Substances in Electrical and Electronic Equipment



## CALIFORNIA PROPOSITION 65

California requires manufacturers placing products on the California market to provide a clear and reasonable warning to users exposed to products listed on the Proposition 65 list of chemicals.

**V-Advices** requires suppliers to report to **V-Advices** all supplied parts containing chemicals listed on the Proposition 65 Chemicals List. This information should be reported to [regulatory@v-advices.com](mailto:regulatory@v-advices.com).

# SUPPLY CHAIN SECURITY

## TRADE COMPLIANCE

**V-Advices** is a European company required to comply with European trade sanctions and export control laws, including indirectly through its suppliers. **V-Advices** also comply with the import and export laws governing international transactions in each country in which it operates and, therefore, requires its suppliers to ensure compliance.

**V-Advices** expects suppliers to follow all applicable international import and export regulations. If necessary, suppliers must provide **V-Advices** with accurate information on the procurement of raw materials and components. They must also provide accurate information about the country of origin, tariff codes, export classification, and regulatory registration requirements upon request.

# PRIVACY AND IT SECURITY

## PRIVACY

At **V-Advices**, we recognize the importance of data protection and privacy. We are committed to acting in accordance with our values, in particular those of integrity and uncompromising responsibility, in handling personal data and to being responsible data stewards in this digital and global business environment. We expect the same from our suppliers.

Global privacy laws require **V-Advices** to enter into a Data Processing Agreement (DPA) with any provider that processes personal data on behalf of **V-Advices**. The DPA must include, where applicable, special contractual provisions to allow for the transfer of personal data outside of the home jurisdiction (e.g., EU and UK transfers of personal data require adherence to the standard contractual clauses incorporated by reference into any applicable DPA).

**V-Advices** has a global principles-based international program to address data protection and privacy, including a global data protection impact assessment process to conduct due diligence on new or changed uses of personal data in the event of the involvement of new suppliers who will handle personal data on behalf of V-Advices.

**V-Advices** expects suppliers to follow all applicable data protection and privacy laws worldwide and adopt the appropriate policies and procedures for their suppliers to ensure that all personal data processed for V-Advices is treated securely and in accordance with applicable laws.

Suppliers must also have DPAs in place with all their suppliers who have access to or otherwise process personal data in the provision of services to **V-Advices**.

## CYBERSECURITY



Information management is vital to **V-Advices**. **V-Advices** has standard operating policies and procedures to maintain information confidentiality, security, integrity, and availability. These procedures include acceptable use of organizational requirements and apply to **V-Advices employees and non-employees**. The provisions also apply to all information and information processing facilities accessed, processed, communicated to, or operated by third parties and must be protected from misuse and unauthorized activity.

**V-Advices expects** suppliers to have policies and procedures aligned with these requirements, including any additional local or regional requirements.