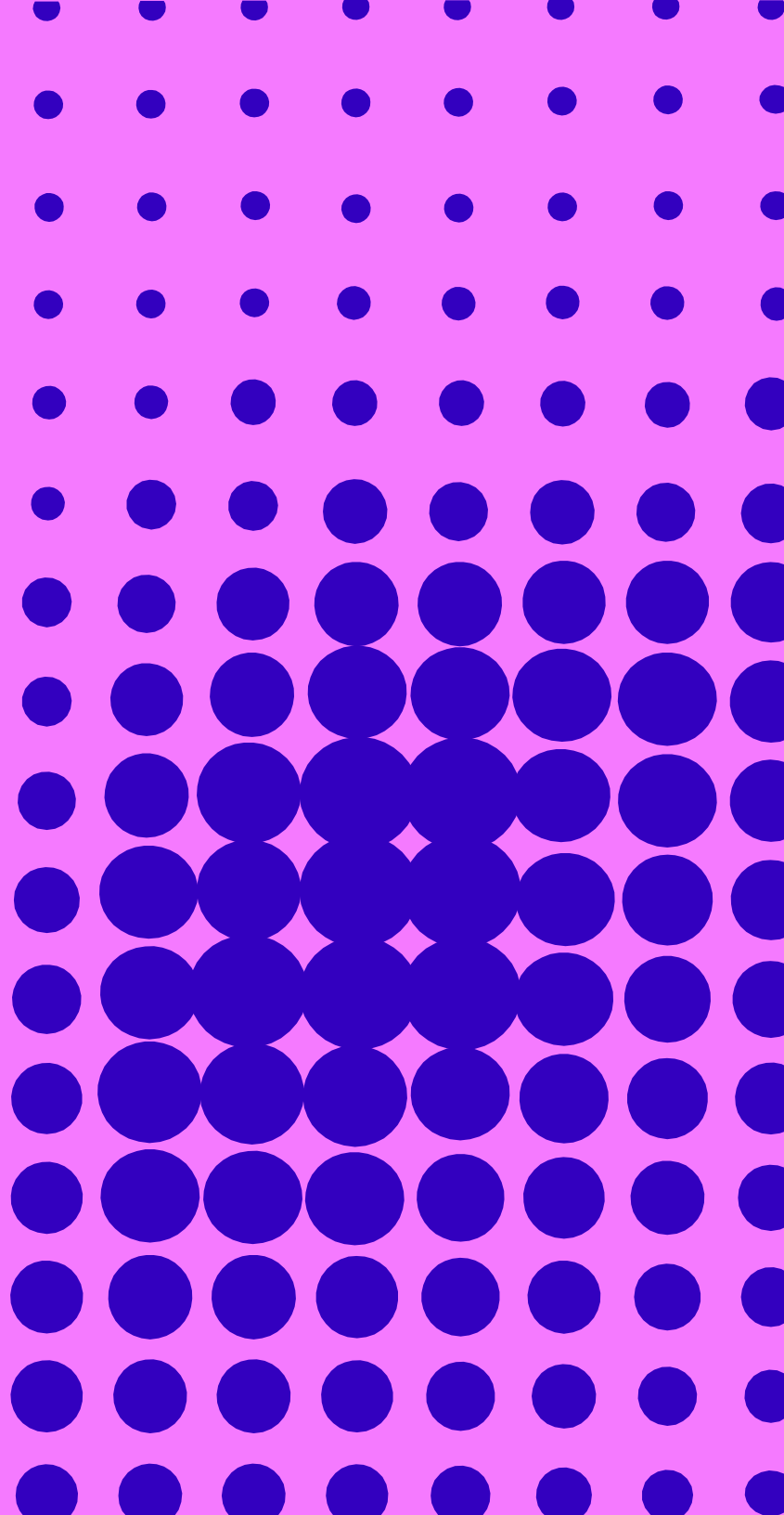


likewise.

# Principles of Vendor Conduct



# OUR PRINCIPLES

## We Rely on Trustworthy Vendor Relationships

### Introduction

At Likewize, we are committed to conducting business ethically and adhering to all applicable laws, rules, and regulations (collectively, “Laws”). Our ethical foundation relies on our employees, valued consultants, contractors, suppliers, and third parties that have a contractual relationship to offer products or services to, or on behalf of, Likewize (collectively, “Vendors”). This is why we have established our Principles of Vendor Conduct (“Principles”).

As a Likewize Vendor, you are part of our ongoing success. However, our continued success – and yours – depends on conducting business ethically and professionally.

In our business dealings, we expect our Vendors to adhere to business principles consistent with ours. As one of our valued Vendors, we ask you and your subcontractors to review and comply with our Principles and standards required to conduct business with Likewize. Please contact your Likewize representative or account manager if you have questions or concerns. If you become aware of any actual or potential violations of these Principles, you may submit a report via our Ethics Helpline at: [www.Likewize.Ethicspoint.com](http://www.Likewize.Ethicspoint.com) or via the 24-hour toll-free telephone number provided on the website.

At this time, we require a commitment to our Principles and all applicable Laws from our Vendors. Where the requirements of such Laws and these Principles differ, or are in conflict, Vendors shall comply with the highest standard consistent with applicable Laws.

We sincerely value our Vendors and look forward to continuing a positive relationship with you in the future.

### Business Integrity

#### Anti-Bribery and Corruption

- Tolerate no forms of illegal and unethical activity, such as bribery, corruption, extortion, kickbacks, collusion, and fraud.
- Do not grant, offer, or promise anything of value to a government official or a counterparty in the private sector to influence official action or obtain an improper advantage (e.g., giving or accepting improper facilitation payments).

#### Awareness of Conflicts of interest

- Avoid actions that may result in a conflict of interest or could inappropriately influence Likewize’s business decisions or gain an unfair advantage.

#### Confidential Information, Intellectual Property Rights, and Personal Data

- Avoid inappropriate use of confidential information, intellectual property rights, or personal data.

#### Anti-Money Laundering

- Do not directly or indirectly facilitate money laundering.

#### Customs, Export Control, and Sanctions

- Comply with all applicable Laws regarding customs, export control, and economic and trade sanctions.



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## Human and Labor Rights

### Modern Slavery and Forced Labor

- Do not directly or indirectly participate in or benefit from any form of forced labor, including bonded labor, involuntary prison labor, slavery, servitude, or work performed under the threat of a penalty or coercion.
- Workers must have the right to terminate their employment freely, as appropriate, following a reasonable period of notice in accordance with applicable Laws without imposing any improper penalties.

### Freedom of Association and Right to Collective Bargaining

- Recognize and respect the legal rights of all workers, including women, migrant workers, minorities, and other vulnerable groups, to freely associate, organize and bargain collectively.
- In situations where applicable Laws restrict the right to freedom of association and collective bargaining, Likewise expects Vendors to allow for and not hinder alternative and independent forms of worker representation.

### Grievance Channels

- Provide grievance channels to all workers to file grievances concerning the workplace or their employer's treatment of them. Workers shall not suffer detriment, retaliation, or victimization for having raised a grievance.

### Child Labor

- Do not participate in, or benefit from, any form of child labor, as defined by applicable Laws, or employ workers under the statutory age to perform any hazardous work as defined in local law.

### Diversity, Equity & Inclusion and Non-Discrimination

- Promote equality, diversity and inclusion, and not practice any form of discrimination in hiring, remuneration, employment terms, access to training, promotion, retirement procedures, termination, or decisions. Illegitimate grounds for discrimination include but are not limited to race, color, age, veteran status, gender or gender identification, sexual orientation, pregnancy, ethnicity, disability, religion, political affiliation, trade union membership, nationality, indigenous status, medical condition, social origin or caste, and social or marital status.



### Indigenous and Tribal Peoples

- Respect the rights of any indigenous and tribal peoples and their social, cultural, environmental, and economic interests, including their connection with lands and other natural resources.
- Strive to support and stimulate indigenous entrepreneurship and business and economic development by providing indigenous and tribal peoples with more opportunities to participate in the economy where applicable or required by local laws.

### Working Hours, Wages & Benefits

- Adhere to all applicable working hours Laws, pay fair wages for labor, and adhere to all applicable wage and compensation Laws.

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## Health & Safety

### General

- Carry out all operations in safe and healthy working conditions in compliance with all applicable Laws.
- Observe general principles of health and safety risk prevention, including identifying, minimizing, and preventing hazards, using competent and trained people, and providing and maintaining safe equipment and tools, including personal protective equipment, as required.

### Hazardous Substances

- Abide by all relevant legislation concerning hazardous substances and conflict minerals.

### Working Conditions

- Provide a healthy and safe working environment, including any worker accommodation provided by Vendor, for all workers and others affected by its activities, in accordance with all applicable Laws.



## Environment Protection

### General

- Comply with all relevant Laws, and in countries where environmental Laws are not evident or enforced, ensure reasonable practices for managing environmental impacts are in place.
- Strive to avoid and minimize any detrimental impact on the environment and ecosystems.

### Product Packaging

- Endeavor to use environmentally friendly product packaging by considering three key sustainability aspects: Packaging System (Minimal/Appropriate Use of Materials), Packaging Materials (Recyclable or Compostable), and Packaging Components (Non-toxic to humans and ecosystems).

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