

## SUPPLIER CODE OF CONDUCT

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The SFA Group considers its Suppliers to be an integral part of the company's value generation process, working in partnership with the same over the long term. The selection of Suppliers is not only based on convenience, but also pays particular attention to the quality of service and compliance with evaluation criteria aimed at promoting social and environmental responsibility throughout the supply chain. In this context, the SFA Group is committed to raising awareness among suppliers to ensure they fully respect the rights of the people they work with, run their business in a transparent and sustainable manner and seek to reduce the impact of their operations on the environment.

### **Our expectations**

Suppliers, Contractors and third parties play a critical role in SFA Group's ability to operate and provide products and solutions to its customers. SFA Group selects its suppliers based on Performance, Competitiveness of their products Quality of their Services and their ability to ensure their sustainability. SFA Group expects Suppliers to comply with legal requirements and to act in a manner that is consistent with its values and UN Global Compact principles.

This Supplier Code of Conduct defines SFA Group minimum requirements for our Suppliers concerning their global responsibilities. Among SFA Group values, we do find "Loyalty & Simplicity" – easy to do business with – and "Reliability & Trust" – a loyal partner since 1958. We therefore strive to maintain long-term and trusting relationships with our Suppliers.

Should deviations from these requirements be identified, the SFA Group will first work together with the Supplier to take corrective actions. However, continued, severe or wilful deviations may result in termination of the contract/partnership.



## **1. Compliance with laws**

Suppliers are expected to:

- comply with all applicable laws and regulations of the countries in which operations are managed or services provided.

## **2. Human Rights**

Suppliers are expected to:

- Prohibit Child Labor and comply with minimum working age requirements prescribed by national laws and international conventions.
- Prohibit any form of Forced Labor, including forced prison labor, indentured labor, bonded labor, slave labor or any form of human trafficking.
- Promote non-discrimination and respect for employees: All employees must be treated with dignity and respect. Principles of equal opportunity and treatment of employees to be applied, irrespective of skin color, race, nationality, ethnicity, political affiliation, social background, disabilities, gender, sexual identity and orientation, marital status, religious conviction, or age.

## **3. Labor**

Suppliers are expected to:

- Comply with sector-specific labor regulations concerning working time, including overtime laws.
- Provide wages and benefits at least as prescribed by the respective national laws, including minimum wage legislation, and in line with existing practice in the industry and local labor markets.
- Recognize, as far as legally permitted, the right of free association and collective bargaining of employees.

## **4. Environnement, health & safety**

Suppliers are expected to:

- Comply with applicable health, safety and environmental laws, regulations.
- Refuse to perform a project if it cannot be performed safely.
- Commit to continuous improvement of occupational health and safety and environmental protection.
- Use or establish an appropriate occupational health and safety and environmental management system, which will include regular employee training on such standards.

## 5. Anti-corruption


Suppliers are expected to:

- Comply with all international and national laws relating to ethical business practices.
- Have a legitimate and verifiable business purpose
- Do not give undue advantage to SFA Groupe counterparts
- Do not influence SFA Group contacts to gain an undue advantage
- The benefit must be of reasonable value and appropriate considering the recipient's duties, the circumstances, and the occasion
- The benefit must not be reasonably construed as a bribe
- The benefit must not be frequently offered to or received from the same person
- Implement procedures to prevent:
  - Corruption and influence peddling,
  - Money laundering,
  - Financing of terrorism,
  - Conflicts of interest

**In addition, SFA Group encourages internal & external stakeholders – including Suppliers and its employees to report suspected violations of SF Group code of conducts, anonymously – if required - through our Speak Up channel.**

Go to:

 <https://sfagroup.speakup.report/sfagroup>

 Use the app «SpeakUp by People Intouch» and scan the QR Code to get started

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