



## Code of Conduct

## Introduction

In order to ensure responsible corporate governance in the areas of basic human rights, labor standards, environmental management and anti-corruption in the workplace, BARQ Systems' CODE OF CONDUCT was established to ensure accountability in the areas noted above.

## Code of Conduct – Purpose

For the purpose of protecting Human Rights, promoting fair employment conditions, safe working conditions, responsible management of environmental issues and high ethical standards, the CODE OF CONDUCT shall be applied in the supply and support of BARQ Systems products and services. In addition to compliance with all relevant laws, regulations and standards in all of the countries in which they operate, all BARQ Systems top management and employees shall comply with the CODE OF CONDUCT even if it stipulates a higher standard than required by national laws or regulations.

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BARQ Systems requires suppliers and their subcontractors to comply with the CODE OF CONDUCT or similar standards and to verify compliance by providing information and allowing access to their premises.

BARQ Systems is committed to engage its suppliers to ensure continuous and measurable improvements over time.

## HUMAN RIGHTS

We support and respect the protection of internationally proclaimed human rights. We make sure that we are not complicit in human rights abuses.



# LABOR STANDARDS

## Freedom of association

As far as any relevant laws allow, all employees are free to form and to join or not to join trade unions or similar external representative organizations and to bargain collectively.

## Forced labor

Forced, bonded or compulsory labor is not used, and employees are free to leave their employment after reasonable notice as required by national law or contract. Employees are not required to lodge deposits of money or identity papers with their employer.

## Employment conditions

Employees understand their employment conditions. Pay and terms are fair and reasonable and comply at a minimum with national laws or industry standards, whichever is higher. Working hours comply with national laws and are not excessive.

## Child labor

No person is employed who is below the minimum legal age for employment. Children are not employed for any hazardous work, or work that is inconsistent with the child's personal development. A child means a person under the age of 18 years. Personal development includes a child's health or physical, mental, spiritual, moral or social development

## Convention on the Rights of the Child

Where a child is employed, the best interests of the child shall be the primary consideration. Policies and programs that assist any child found to be performing child labor are contributed to, supported, or developed.

## Elimination of discrimination

Employees are treated with respect and dignity. Corporal punishment, physical or verbal abuse or other unlawful harassment and any threats or other forms of intimidation are prohibited.

All kinds of discrimination based on partiality or prejudice is prohibited such as discrimination based on race, color, sex, sexual orientation, marital status, pregnancy, parental status, religion, political opinion, nationality, ethnic background, social origin, social status, indigenous status, disability, age, union membership and any other characteristic protected

by local law, as applicable. Employees with the same qualifications, experience and performance receive equal pay for equal work with respect to their relevant comparators.

## Working conditions

A healthy and safe working environment, and if applicable, housing facilities are provided for employees, in accordance with international standards and national laws.

Appropriate health and safety information and training is provided to employees. Safety includes e.g. clearly marked and unblocked exits, emergency exits and evacuation plans on each floor, regularly tested fire alarm and evacuation drills, first aid equipment, safe and correct handling, marking and labeling of chemicals, machinery and work processes.

The workplace, and if applicable, housing facilities, has tolerable temperature and noise level, adequate ventilation, sufficient lighting, clean toilet facilities, drinkable water and, if applicable, sanitary facilities for food storage.

## ENVIRONMENT

Finite resources are used responsibly and carefully.

Operational practices that reduce any environmental burden associated with our activities are promoted, the life cycle of hazard waste is the responsibility of clients or suppliers. Innovative developments in products and services that offer environmental and social benefits are supported.

## ANTI-CORRUPTION

No form of extortion and bribery, including improper offers for payments to or from employees, or organizations, is tolerated.

## Code of Conduct – Supplier Supplement

The CODE OF CONDUCT is applicable to all BARQ Systems operations and to any party that contributes to BARQ Systems services and other business activities (“Supplier”).

## COMPLIANCE

BARQ Systems requires the Supplier and its subcontractors to comply with the CODE OF CONDUCT, which may request higher standards than required by national laws.

Upon request, a Supplier must, by way of providing information and/or allowing access to premises to BARQ Systems or its representative, verify to BARQ Systems’ reasonable satisfaction, that the Supplier and its subcontractors comply with the CODE OF CONDUCT.

## OBLIGATION TO INFORM

It is the responsibility of the Supplier to ensure that its employees and subcontractors are informed about and comply with the CODE OF CONDUCT.

The CODE OF CONDUCT includes as applicable, specific requirements for Suppliers related to Occupational Health and Safety, and Environment.

In the event of the contractor’s non-compliance with the HSE instructions, as well as the non-compliance with providing personal protective equipment for his workers inside the site, the following steps shall be applied:

- Suspension of work until supplier/contractor commits to and provides employee with his personal protection tools, and the delay period is deducted from his dues with the company
- A warning to remove him from the list of approved suppliers and not to pay him any dues due to non-compliance
- Supplier will be charged for any damages that may accrue to the company due to the delay in implementing the terms & conditions of the contract Or Company purchases protective equipment for supplier’s/contractor’s employees and handing them over with deductions from supplier/contractor dues with the company



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