



**Supplier
Code of Conduct
Policy**

Table of Contents

Tialoc Supplier Code of Conduct	1
Prohibition of Forced Labour	2
Conflict of Interest	2
Anti-Bribery and Corruption	2
Data Privacy and Protection	3
GMET (Gifts, Meals, Entertainments & Travel Policy	3
Diversity	4
Whistleblower	4
Whistleblower Process	5

Tialoc Supplier Code of Conduct

The core of Tialoc’s business ethic is “doing the right thing.” As a company we are committed to observe the highest standards of ethics and integrity. These standards are reflected in our Business Code of Conduct (our “BCoC”) which explains what is expected of us at Tialoc. Ultimately, our BCOC helps us maintain the trust we have built with our business partners (suppliers, subcontractors, vendors, distributors, other service provider-herein referred as “Suppliers”), and therefore ensures our business success.

We aim to build long-term commercial relationships with our suppliers, who in the sense of their own business culture should have a natural respect for our ethical standards. For this purpose, Tialoc has drawn up the Supplier Code of Conduct (our “SCOC”), which requires its Suppliers to commit to as part of a joint effort towards continuous progress, sustainable development and improved ethical business practices. Suppliers are anticipated to meet or exceed the principles, expectations and commitments contained in the SCOC, including complying with all applicable laws and regulations, protecting human rights of workers and treating all workers with dignity, creating safe working conditions and a healthy work environment for all workers, safeguarding the environment and reducing the environmental impact and establishing high standards of ethical conduct and complying with fair business practices.

We anticipate our suppliers to cascade these principles throughout their own organization and supply chain regardless of location, entity or function wherever they operate. Tialoc requires to implement this Supplier Code of Conduct and any violation may result in immediate termination as Tialoc supplier. In order to further enhance with the above norms, Tialoc group has established full content of the Business Code of Conduct available at our website. Should you have any questions concerning ethics, please contact our Ethics & Compliance Department.

Prohibition of Forced Labour

Suppliers should prohibit forced labour in any form, but not limited to, debt bonded, indentured labour, involuntary or exploitative prison labour, slavery or human trafficking of persons shall not be used. This includes transporting, harbouring, recruiting, transferring or receiving vulnerable persons by means of threat, force, coercion, abduction or fraud for labour or services.

Conflict of Interest

Conflict of interest may arise when suppliers have a competing professional or personal interest during carrying out Tialoc business dealings. Conflict of interests are prohibited as a matter of Tialoc policy. Suppliers should likewise ensure that all parties acting on their behalf avoid such situations. If suppliers suspect an actual, potential or perceived conflict of interest, they must disclose the situation to Tialoc.

Anti-Bribery and Corruption

Suppliers shall have zero tolerance policy to prohibit any and all forms of bribery, corruption, extortion and embezzlement (covering promising, offering, giving or accepting any kinds of bribery). Tialoc also expects suppliers and their counterparts to adhere to Anti-Corruption Laws that forbids from soliciting gifts, entertainment or favors, which likely to be viewed as a bribe.

Data Privacy and Protection

Tialoc respects the privacy and confidentiality of all business partners and customers. Suppliers are expected to maintain the confidentiality of propriety information entrusted to them by Tialoc, except when disclosure is authorized in writing by the top management or required by any laws or regulations. Suppliers are to commit in protecting the reasonable privacy expectations of personal information of everyone they do business with and to comply with privacy and information security laws and regulatory requirements when protected information is collected, stored, processed, transmitted, and shared. Intellectual property rights, transfer of technology and know-how shall also be done in a manner that protects intellectual property rights. Suppliers requiring the exchange of confidential information from Tialoc are required to execute a confidentiality agreement with Tialoc in advance.

GMET (Gifts, Meals, Entertainments & Travels) Policy

It may be considered standard business practice to give and receive acceptable gifts, such as hampers and meals which are intended to create mutual connections and understanding but it also carries the risk of potential bribery. Tialoc adopts a “No Gift” policy to show our commitment to maintain good ethics and as such, suppliers are not allowed to offer, send or exchange gifts and entertainment with Tialoc employees, and vice versa, as Tialoc is committed to operate with the highest level of integrity and good governance.

Diversity

As a global company, we acknowledge, recognize and respect workforce diversity in creating value for our customers and our own internal culture. We interact with people of diverse backgrounds, experiences, cultures, religions, ages, various levels of ability, races, ethnicity, and genders. Tialoc does not tolerate discrimination, harassment or offensive behaviour on any of those features. In that respect, all suppliers need to ensure that their employment practices are free of discrimination of any sort and are expected to apply the same respect when interacting with their external partners.

Whistleblower

We are committed to the highest standards of ethics in the conduct of our business and operations. Therefore, it is critical that suppliers disclose any breaches of compliance on our code of conduct as well as to certain actions that contravene the law. Our Whistle Blower Policy offers a safe channel for the suppliers to disclose alleged breaches of compliance. Tialoc has set up a whistleblowing mechanism platform to encourage and empower all employee of the company, suppliers and customers to disclose any actual and/or alleged misconduct with the assurance on confidentiality protection and no adverse punishment for making the report. All ethical concerns will be dealt with sensitivity and discretion. Failure to comply with applicable law or our code of conduct could have serious consequences to the suppliers. Any suppliers found to be in violation, will be subject to appropriate action, including possible termination of future projects. All reports on misconduct can be directed to the points of contact or by filling up the Complaint Form as shown in our website (<https://www.tialocgroup.com/our-business-code-of-conduct/>)

Whistleblower Process



Reporting Channel

- ✓ Whistleblowers will be protected
- ✓ You are encouraged to report violations to any of the points of contact as below:

Chief Corporate Management and Risk Officer
+65 6341 5018

Ethics & Compliance Senior Manager
+604 403 9188

Chief Human Resource Officer
+604 403 9188

Send your report to the following mailbox:
ethics.comp@tialocgroup.com