

Scitech Supplier Code of Conduct 1009-CM-SP-0001

Expiry Date: 17 th December 2027	Document Owner: QHSE Manager
---	------------------------------

This document contains proprietary information belonging to Scitech-EKIUM and shall be used only for the purpose for which it was supplied. It shall not be copied, reproduced or otherwise used, nor shall such information be furnished in whole or in part to others, except in accordance with the terms of any agreement under which it was supplied or with the prior written consent of Scitech-EKIUM and shall be returned upon request.

ISSUE	DATE	DESCRIPTION	BY	CHECKED	APPROVED
C2	26-Nov-2025	See Table 2	BP	DN	BP
C1	17-Dec-2024	First Issue	BP	DN	BP

Scitech Supplier Code of Conduct

TABLE OF CONTENTS

TABLE OF CONTENTS	2
1 DEFINITIONS	4
2 REASON FOR UPDATE	4
3 PURPOSE	4
4 RESPONSIBILITIES	4
4.1 Scitech	4
4.2 Supplier.....	4
4.3 Compliance Audit and Inspection	5
5 Health, Safety and Wellbeing	5
5.1 Product or service safety	5
5.2 Safe and healthy working environments	5
6 Legal and Regulatory Compliance	5
6.1 Data Protection and Information Security	5
6.2 Laws and regulations.....	6
7 Business Conduct & Ethics	6
7.1 Bribery and Corruption	6
7.2 Money laundering.....	6
7.3 Competition	6
7.4 Conflicts of interest.....	6
8 Human Rights & Social Impact	6
8.1 Human rights.....	6
8.2 Forced or compulsory labour	7
8.3 Child labour	7
8.4 Working hours	7
8.5 Non-discrimination.....	7
8.6 Grievance procedures	7
8.7 Contract workers	7
8.8 Local Production.....	7
9 Environment	7
9.1 Product and service development.....	8

Scitech Supplier Code of Conduct

9.2	Resource use and waste	8
9.3	Responsible management of environmental impacts.....	8
9.4	Contingency plans.....	8
9.5	Whole Life Costing	8

Scitech Supplier Code of Conduct

1 DEFINITIONS

For the purpose of this document the following definitions will apply:

Scitech	Scitech-EKIUM.
Code	Code of Conduct (CoC). i.e. this document.
Client	The employer or its authorised representative(s) on a Scitech project.
Supplier	Any provider or prospective provider of goods, services, etc. (e.g. supplier, subcontractor, tenderer) to Scitech-EKIUM.
Worker	Any individual whom the Supplier employs, hires or engages, or otherwise uses to conduct its business.

2 REASON FOR UPDATE

Revision	Reason for Update	Clause
C2	Updated as Scitech-EKIUM	All
C1	First Issue	

3 PURPOSE

This document outlines Scitech's expectations of its suppliers in the provision of products, works or services to Scitech in areas such as health and safety, legal compliance, environmental protection, and sustainability.

4 RESPONSIBILITIES

4.1 Scitech

Scitech will provide a copy of this Code to its current Suppliers, and those seeking to do business with Scitech.

Scitech reserves the right to amend this Code from time to time. Scitech will communicate to key Suppliers and other stakeholders any material changes as and when they occur.

4.2 Supplier

Suppliers are expected to adhere to the principles of this Code and are expected to establish and maintain governance and control systems which are appropriate to the nature and scale of their activities.

FILE NAME 1009-CM-SP-0001 Scitech Supplier Code of Conduct		PAGE 4 of 8	ISSUE C2	DOCUMENT No. 1009-CM-SP-001
---	---	----------------	-------------	--------------------------------

Scitech Supplier Code of Conduct

Suppliers shall ensure that their established systems for managing their own supply chain reflect the principles of this Code and that these principles are complied with by their supply chain.

Compliance with the principles set out in this Code is a condition of consideration as an approved Supplier to Scitech. We reserve the right to exclude Suppliers whose practices, policies or procedures do not conform to the principles within this Code, and/or additional requirements outlined by our Clients. Scitech will make clear to any company that it chooses to exclude the reasons for this action.

Should you have any serious concern that your company may not be compliant with this Code or require guidance on a specific situation, please contact Scitech's commercial team.

The Supplier is expected to implement a system of training for its appropriate Workers to ensure that they are aware of the requirements of this Code. The Supplier shall keep a record of all training offered and completed by its Workers and shall make a copy of such record available to Scitech on request.

The Supplier shall if requested provide written confirmation to Scitech that it has appropriate systems in place to monitor its compliance with this Code and it is able to comply with this Code for the duration of its relationship with Scitech.

The Supplier shall provide any additional third-party or self-certifications that are reasonably required to demonstrate compliance with all applicable laws and frameworks when requested by Scitech.

4.3 Compliance Audit and Inspection

In addition to the written confirmation referred to above, Scitech may conduct audits and inspections to verify the Supplier's compliance with this Code. Scitech has no obligation to conduct such audits or inspections.

5 Health, Safety and Wellbeing

5.1 Product or service safety

Suppliers are expected to provide goods and services that meet or exceed agreed and legally required standards for health and safety, including those relating to health warnings and safety information.

5.2 Safe and healthy working environments

Scitech is committed to providing employees and all Workers on Scitech controlled sites with a safe, healthy working environment. Suppliers are also expected to provide a safe, hygienic and healthy working environment for their employees, and provide adequate training to their workers on these matters.

6 Legal and Regulatory Compliance

In carrying out its agreement(s) with Scitech the Supplier shall, in addition to complying with the standards set out in this Code, comply with all applicable laws, codes and regulations relating to the supply of the goods and services.

6.1 Data Protection and Information Security

The Supplier shall have in place appropriate measures to:

FILE NAME 1009-CM-SP-0001 Scitech Supplier Code of Conduct		PAGE 5 of 8	ISSUE C2	DOCUMENT No. 1009-CM-SP-001
---	---	----------------	-------------	--------------------------------

Scitech Supplier Code of Conduct

- (a) protect the integrity and confidentiality of information (including information belonging to or supplied by Scitech held on its systems (which include physical and online or electronic systems); and
- (b) ensure that there is no unauthorised access of the information by third parties, including its Representatives.

6.2 Laws and regulations

All Suppliers must comply with applicable laws and regulations. They are expected to honour applicable industry standards, international treaties, and internationally-accepted standards and agreements relevant to their activities.

Suppliers will conduct their business with Scitech and other customers in a responsible manner and abide by minimum standards of business integrity as set out in this Code, and all applicable laws and regulations. These include, but are not limited to, standards on bribery and corruption, money laundering, competition, fair payment, fair representation, conflicts of interest, and product safety.

7 Business Conduct & Ethics

7.1 Bribery and Corruption

Suppliers are strictly forbidden from offering any bribe (consisting of money or anything of value) to any person or company, irrespective of their worth, its results, local custom, the tolerance of such payments by local authorities, or the alleged necessity of the payment in order to obtain or retain business or any other advantage.

Suppliers are forbidden from seeking to obtain new business or any other improper commercial advantage by allowing undue payments to be made. All country-specific anti-corruption and anti-bribery laws (e.g. Bribery Act 2010 (UK)), must be complied with.

7.2 Money laundering

Suppliers shall not participate in any activity aimed at laundering money. For the purposes of this document, money laundering is defined as; the concealment of the origins of illegally obtained money, typically by means of transfers involving foreign banks or legitimate businesses.

7.3 Competition

Suppliers shall refrain from directly or indirectly engaging in any discussion or activity that constitutes anti-competitive behaviour or in any other way violates anti-trust provisions.

7.4 Conflicts of interest

Suppliers should avoid any actual or apparent conflict of interest. Suppliers are required to declare to Scitech's commercial or management team any potential conflicts of interest.

8 Human Rights & Social Impact

8.1 Human rights

Suppliers should uphold internationally recognised human rights and avoid complicity in the abuse or violation of internationally-proclaimed human rights and standards.

FILE NAME 1009-CM-SP-0001 Scitech Supplier Code of Conduct		PAGE 6 of 8	ISSUE C2	DOCUMENT No. 1009-CM-SP-001
---	---	----------------	-------------	--------------------------------

Scitech Supplier Code of Conduct

8.2 Forced or compulsory labour

Suppliers must not use forced or compulsory labour practices including any form of human trafficking and must take steps to ensure they do not contribute to the use of forced, compulsory labour or human trafficking, in compliance with the Modern Slavery Act 2015 (UK) and other similar international legislation.

8.3 Child labour

Suppliers should not use child labour and must take steps to ensure they do not contribute to the use of child labour, in compliance with the core standards of the International Labour Organisation and any local laws or regulations (e.g. Modern Slavery Act 2015 (UK)).

8.4 Working hours

Suppliers are expected to ensure that working hours comply with national legislation and applicable international guidelines.

8.5 Non-discrimination

Suppliers should refrain from any discriminatory practices with regard to recruitment, promotion, pay or bonuses, or in their general conduct in the workplace. Company policies, procedures and practices should be applied fairly, should avoid negative impact on any specific group of employees or potential employees and, wherever possible, promote a work environment free from discrimination, whether on the grounds of gender, ethnic origin, race, disability, religion or beliefs, sexual orientation, age or civil / marital status, condition of employment etc.

8.6 Grievance procedures

Suppliers are expected to enable employees to communicate openly with management regarding working conditions without fear of reprisal, intimidation or harassment. Suppliers should also have grievance mechanisms in place to allow complaints from other stakeholders to be heard, assessed, and, if necessary, remedied as promptly as possible.

8.7 Contract workers

Suppliers are expected to ascertain that third parties engaging contracted workers are reputable and legitimate, and will regularly monitor the performance of these third parties against the standards outlined in Scitech policies.

8.8 Local Production

Sourcing goods and services from local Suppliers implies potential economic benefits in the communities where we and our Clients live and work. This inward investment can help ensure the on-going economic sustainability of local areas through job creation, and provision of further working opportunities. Where technically, economically and environmentally possible, without prejudice we will seek to promote and make use of local Suppliers.

9 Environment

Scitech aims to continually reduce our impact on the environment through operational controls including sustainable procurement. This includes ensuring the materials, goods and services we purchase for our office operations and our business activities on behalf of our Clients are to the appropriate sustainable standards, where practicable.

FILE NAME 1009-CM-SP-0001 Scitech Supplier Code of Conduct		PAGE 7 of 8	ISSUE C2	DOCUMENT No. 1009-CM-SP-001
---	---	----------------	-------------	--------------------------------

Scitech Supplier Code of Conduct

We expect the same standards from our Supply Chain. Suppliers should recognise and manage their environmental impact.

9.1 Product and service development

Suppliers are expected to take environmental concerns into consideration during each phase of production or service development and delivery. This includes developing products with no undue environmental impacts, that are safe in their intended use, that are efficient in consumption, and can be reused, recycled or disposed of safely.

9.2 Resource use and waste

Suppliers are expected to monitor, control and reduce the use of resources that are material to their business, including energy, water and other commodities.

9.3 Responsible management of environmental impacts

Suppliers are expected to avoid, or where unavoidable to minimise or mitigate, air emissions and water discharges, and to safely treat, store, transport, use and discharge or dispose of solid waste and by-products.

9.4 Contingency plans

Suppliers are expected to maintain contingency plans for preventing, mitigating and controlling serious environmental and health damage arising from their operations.

9.5 Whole Life Costing

Cost efficiency of goods and services is a key consideration of any procurement process. The whole life cost and total cost of ownership must be considered, where relevant, to ensure true cost efficiency is obtained.

FILE NAME 1009-CM-SP-0001 Scitech Supplier Code of Conduct		PAGE 8 of 8	ISSUE C2	DOCUMENT No. 1009-CM-SP-001
---	---	-----------------------	--------------------	---------------------------------------