

## Traderoad's Supplier Code of Conduct

Traderoad is committed to becoming a socially and environmentally responsible business, fully compliant with all applicable laws and regulations and adhering to respective internationally recognized standards in its operations and beyond. Traderoad has a zero-tolerance approach when it comes to unethical business behaviour and expects all its suppliers and vendors to adopt equivalently high corporate standards and conduct their business ethically. [The Ten Principles](#) of the UN Compact, core ILO [standards and conventions](#), and applicable EU and Swiss laws serve as a foundation for Traderoad's Supplier Code of Conduct.

Fundamentally, we want all our suppliers to share our commitment to ensuring compliant, responsible, and sustainable operations and practices in all business activities. First and foremost, as a supplier, you must comply with all applicable laws and regulations of the locations in which you do business, conform to Traderoad's Supplier Code of Conduct, and fulfill your contractual obligations to us. Suppliers are expected to maintain compliance systems such as monitoring, record keeping, and enforcement procedures and demonstrate a satisfactory record of compliance with the applicable laws and regulations. We expect our suppliers to provide us with the necessary documentation (e.g., sustainability statement, Code of Conduct, Suppliers Code of Conduct), communicate their conformance status to us when requested, and make any necessary improvements to ensure full conformance. We encourage and expect our suppliers to periodically assess themselves for conformance with the Code and hold their suppliers to standards agreeable with the ILO core labour standards and the terms of Traderoad's Code of Conduct.

In addition, Traderoad encourages its suppliers to go beyond legal compliance and adhere to other internationally recognized standards and guidelines promoting social and environmental responsibility and business ethics.

### **Human rights**

Traderoad's suppliers must support and respect the protection of internationally proclaimed human rights and ensure that they are not complicit in human rights abuses to any internal or external stakeholder.

### **Labour**

All Traderoad's direct suppliers must comply with all applicable local and international labour laws and regulations concerning but not limited to young workers' employment, minimum wage, compensation, freedom of association, and right to organize and collective bargaining.

Our suppliers are expected to treat all employees fairly, ethically, respectfully, and with dignity, as understood by the international community. Our suppliers must protect their employees from all forms of sexual, physical, and psychological abuse in the workplace. The aforementioned applies to all workers, including temporary, migrant, student, contract, direct employees, and any other type of worker.

As a supplier, you will

- Refrain from discriminatory employment practices based on gender, age, nationality, religion, ethnicity, disability, union membership, sexual orientation, or political affiliation,
- Respect the rights of employees to freely associate and bargain collectively,
- Not tolerate or use child labour in any stage of your activities,
- Not tolerate or be involved in human trafficking,
- Not use any forced labour or involuntary prison labour and protect employee's choice to employment and leave upon reasonable notice,
- Ensure that working hours, including overtime, do not exceed applicable legal limits, and
- Compensate employees fairly and follow local wage regulations and/or collective agreements

## **Health and Safety**

Traderoad makes sure that its workplace is healthy and safe for its employees and expects that occupational health and safety is a priority for its suppliers in all their business activities.

As a supplier, you must comply with all applicable health and safety laws, regulations, and standards concerning, but not limited to, occupational safety, emergency preparedness, industrial hygiene, machine safeguarding, and physically demanding work. You shall also take appropriate action, such as dedicating sufficient resources and implementing policies, standards, procedures, governance, and contingency and educational measures to prevent occupational illnesses and work-related accidents and to provide a safe and healthy workplace to all your employees.

## **Environment**

Traderoad conducts its operations in compliance with environmental laws and regulations and expects that environmental protection is a priority for its suppliers in all their business activities. Our suppliers must comply with all applicable environmental laws, regulations, and standards concerning, but not limited to, transportation, hazardous substances, solid waste, air emissions, materials restriction, and water management.

Our suppliers should also support a precautionary approach to environmental challenges and strive to promote a greater environmental responsibility, e.g., energy efficiency, climate protection, biodiversity, responsible use of water, and resource reduction. Our suppliers should also aim to reduce the impacts of their activities and products on the environment and adopt a full lifecycle view in product design. Besides, our suppliers shall take appropriate action, such as dedicating sufficient resources and implementing policies, standards, procedures, governance, and contingency and educational measures, to prevent local and accidental pollution and effectively manage environmental risks.

## **Material Compliance**

At Traderoad, we are determined to comply with regulatory and customer requirements regarding the prohibition and restriction of substances, including hazardous substances and "[conflict minerals](#)." Therefore, our suppliers shall ensure that the goods provided to Traderoad comply with the requirements covered by all applicable regulations on local and international levels. This implies the availability of relevant policies and due diligence processes concerning "conflict minerals" and a timely response to Traderoad's requests regarding compliance with these requirements.

## **Anti-Corruption and Business Ethics**

Traderoad promotes integrity and ethics in all its business activities and expects its suppliers to comply with all applicable laws and regulations about corruption, bribery, prohibited business practices, extortion, etc. Furthermore, our suppliers should have clear guidelines and controls covering gift exchange, entertainment, conflicts of interest, disclosure of information, privacy, and other relevant topics.

In addition, Traderoad expects its suppliers to

- Adhere to anti-trust and other competition laws,
- Protect confidential information provided by Traderoad and our respective business partners,
- Respect the intellectual property of others, including Traderoad, and
- Adhere to local and international trade regulations.

## **Data Protection**

The protection of privacy and personal data is a priority for Traderoad in all its business relations. We respect the confidentiality of personal data and always act according to the provisions of data protection law and other applicable regulations.

Suppliers who collect and process personal data shall ensure compliance with all applicable data protection laws and regulations. You should collect only the necessary information required to perform your duties. Our suppliers should also have robust policies and procedures in place to be able to demonstrate a satisfactory level of compliance with all applicable legislation.

## **Governance and Supplier Responsibility**

To ensure and demonstrate compliance with Traderoad's Supplier Code of Conduct, our suppliers shall collect and record all relevant documentation. To verify the compliance, we reserve the right to request the respective documentation and further information. Compliance with the expectations and regulations laid out in this Supplier Code of Conduct is considered in Traderoad's supplier selection process.

In the event of non-compliance, Traderoad will act on a case-by-case basis with measures ranging from communication with the supplier to a demand for a respective correction plan to terminating the commercial agreement. If any ethical or legal compliance issues arise and they are likely to cause a breach of this Supplier Code of Conduct, the supplier is obliged to bring them forward.