

# **PROCUREMENT**

# **POLICY**

Pyrotek is committed to the highest ethical, environmental and quality standards in all procurement activities. Accordingly, Pyrotek has adopted the following Principles. We expect all suppliers, vendors, service providers and other business partners to uphold these or similar principles, subject to the applicable laws, rules and regulations of the jurisdictions where they operate.

## **PRINCIPLES**

#### PRINCIPLE 1

Comply with applicable laws and regulations governing the company and its business operations.

#### PRINCIPLE 2

Promote awareness and fulfillment of social responsibilities, such as respect for human rights, prevention of child and forced labor, environmental conservation and stewardship, health and safety, fair trade and ethical corporate conduct, in all procurement activities. For additional information please refer to the following Pyrotek policies: Human Rights, Child and Forced Labor, Environmental, Sustainability.

#### PRINCIPLE 3

Promote fair and free competition and do not engage in any illegal trade.

#### **PRINCIPLE 4**

Evaluate, select and monitor suppliers' performance based on such criteria as credibility/reputation, quality, price, reliability and commitment to corporate social responsibility initiatives.

#### PRINCIPLE 5

Strive to establish long term relationships with suppliers based on the mutual pillars of trust, performance and continuous improvement.

## **PRINCIPLE 6**

In evaluating and selecting suppliers and business partners, we make no distinctions based upon nationality and/or ethnicity.

### PRINCIPLE 7

Maintain high standards of safety and quality in our products and services.

## PRINCIPLE 8

Promote and implement appropriate technical and organizational measures to protect personal data, confidential information and information systems against loss, damage, modification and unauthorized access.

## PRINCIPLE 9

Respect and protect the intellectual property of others, understanding the role that intellectual property plays as an important resource to underpin organizations' business activities.

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## **GUIDELINES**

- 1) Local management is responsible for compliance with this Policy, including implementing processes and procedures consistent with and in furtherance of the Principles.
- 2) General Managers will work with local management to (1) determine appropriate indicators and metrics in support of this policy and (2) develop a monitoring plan to collect and review data in support of such metrics and indicators. Monitoring results will be reviewed at each General Manager meeting.
- 3) If you are aware of or suspect any violation of this Policy, or if you believe there is a conflict between this policy and the applicable laws, customs or practices where you work, or if you have any questions about this policy, please contact your manager, your local HR representative, or send an email to ComplianceTraining@pyrotek.com.

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