



Supplier Code of Conduct

Revision: September 2024



Dear Suppliers,

As a leader in full turnkey, customised intelligent factory automation solutions provider, Genetec Technology Berhad (“**Genetec**”) is committed to take all necessary steps in ensuring that we maintain the highest level of standards in our dealings with our stakeholders. All business behaviours must be in compliance with all applicable laws and in line with national and international standards. Genetec’s success and achievements are entrenched in our unwavering commitment to sustainability, integrity, social and environmental responsibilities.

We value greatly our business relationship with our suppliers and acknowledge the importance of our supply chain to our business and in the achievements of our vision and mission. While we hold ourselves to the highest standards, we expect the same from all of our business partners including our suppliers.

This Supplier Code of Conduct (“**SCoC**”) outlines the minimum standards that we expect from our suppliers, regarding matters encompassing labour and human rights, health and safety, environmental protection, ethics, integrity and governance. This SCoC applies to all of our suppliers, their directors, employees, agents, representatives, intermediaries, consultants, contractors, suppliers and other related entities (collectively, the “**Supplier**”). The Supplier shall ensure that the same requirements are extended and put into practice throughout its supply chain.

All Suppliers are required to read, understand and comply with this SCoC, and sign the “**Declaration of Supplier**” included as Appendix 1 of this SCoC and return the signed copy to Genetec.

Genetec reserves the right to take the necessary action, at its sole discretion, against any Supplier who is found to have failed to comply to the requirements of this SCoC.

We look forward to establishing a successful, long term and growing business relationship with our suppliers in line with these requirements.



The Supplier agrees to comply with the following requirements and shall cooperate with Genetec in providing the relevant information upon request to allow Genetec to perform audits to confirm adherence to the SCoC.

No.	Matter	Requirements
1.	Compliance with law	a) All Supplier's business behaviours must be in compliance with all applicable laws and regulations; b) Supplier shall obtain all applicable licenses and permits to conduct its business activities.
2.	Anti-competition	a) Supplier shall adhere to applicable antitrust and competition law in all aspects of their business activities; b) Supplier shall refrain from engaging in any activities that is intended towards or results in the hindrance, restriction or distortion of free and fair competition.
3.	Anti-bribery and corruption, money laundering, conflict of interest	a) Supplier shall comply with Genetec's Anti-Bribery & Corruption policy which is available on our website (www.genetec.net); b) Money laundering is the process of placing assets from illegal sources or illegal business activities into the legal, financial or economic cycle for the purpose of concealing or disguising the illicit origin of the assets. Supplier shall put in place adequate measures to ensure compliance with applicable national and international standards and laws; c) Supplier shall not seek to influence any decision in circumstances that can give rise to an actual or perceived conflict of interest. Such circumstances may be a business interest or a personal interest in the subject matter, directly or indirectly through someone closely related. Supplier shall notify Genetec promptly if it become aware of any potential conflict of interest.
4.	Health, Safety and Environment	a) Supplier shall be committed to provide a conducive, safe and healthy working environment for its workers and anyone affected by its activities, including: <ol style="list-style-type: none"> <li data-bbox="687 1697 1401 1771">i. provision of appropriate personal protective equipment; <li data-bbox="687 1778 1401 1809">ii. maintain healthy and safe working conditions; <li data-bbox="687 1816 1401 1962">iii. conducts hazards and risk assessments to identify and evaluate occupational safety and health hazards and implement appropriate corrective or risk mitigation measures;

No.	Matter	Requirements
		<ul style="list-style-type: none"> iv. strictly comply with all applicable occupational health and safety laws and regulations; b) Supplier shall work to achieve energy and water efficiency, minimize impact to the environment including put in place appropriate waste management procedures and strictly adhere and comply with all applicable environmental laws and regulations.
5.	Prohibition of Child Labour, Forced Labour and Modern Slavery	<ul style="list-style-type: none"> a) Supplier shall observe and comply with the principles outlined by the United Nations Guiding Principles on Business and Human Rights; b) Supplier shall not employ children below the age of 16. Supplier shall also comply with the ban on the worst forms of child labour in line with the ILO Convention No. 182 and extend these requirements to their value chain; c) Supplier shall not employ people against their own free will. Genetec prohibits any form of forced or compulsory labour, including debt bondage, human trafficking and any other form of modern slavery in line with the ILO Convention No. 29.
6.	Remuneration and working hours	<ul style="list-style-type: none"> a) Supplier shall ensure that the working hours and wages paid to employees are fair and in compliance with all applicable labour laws and regulation; b) Supplier shall only hire employees for whom they have obtained any required work permits.
7.	Equality and Prohibition of Discrimination	<ul style="list-style-type: none"> a) Supplier shall prohibit any form of discrimination on the ground of race, sex, religion, age, national origin, pregnancy, disability, sexual orientation, political and any other characteristics protected by applicable law; b) Supplier shall provide equal opportunities in employment and equal pay for equal work.
8.	Intellectual Property ("IP")	<ul style="list-style-type: none"> a) Genetec recognises the importance of respecting the IP rights of others and expects our Suppliers to do the same; b) Supplier shall refrain from using or reproducing copyrighted materials, design patents, trademarks, patent, trade secrets, or any other proprietary information of others without proper authorisation.

No.	Matter	Requirements
9.	Product Compliance	a) Supplier shall be committed to make high quality products that promote safety, and complies with applicable law, regulations and international standards; b) Genetec does not tolerate any form of illegal or unethical conduct of business with respect to sourcing, manufacturing, sale and distribution of products.
10.	Sanctions and export controls	a) Supplier shall strictly adhere to applicable trade regulations, rules and regulations governing import and export controls; b) Supplier shall strictly adhere to applicable sanctions and embargoes.
11.	Data privacy and information security	a) Supplier shall ensure that sensitive business, technical and financial information, personal data, know-how and trade secrets are appropriately handled and protected with regards to confidentiality, availability and integrity and not to disseminate without the appropriate authorisation and in accordance with applicable laws and regulations; b) Supplier shall put in place adequate measures in compliance with applicable law to avoid data breaches and cyber security attacks; c) All personal information shall be handled in compliance with Personal Data Protection Act 2010 (PDPA 2010) or applicable legal guidelines on the protection of personal information, data security and anti-trust regulations; d) Supplier shall not disclose or share any Genetec's confidential information with a third party outside the requirements defined in their contractual or non-disclosure agreement with Genetec. Supplier must treat all confidential information as "strictly private and confidential" and shall not divulge such information to any one unless required by law or after having written authorisation by Genetec.



Appendix 1:

Declaration of Supplier

We, the Supplier of Genetec Technology Berhad, hereby declare that:

1. we have read and fully understood the content of this SCoC;
2. we agree to strictly abide to the requirements of this SCoC;
3. we acknowledge that this SCoC is binding on the Supplier and/or its personnel;
4. we shall ensure that the same requirements are extended and put into practice throughout our supply chain;
5. we shall notify Genetec promptly if we become aware of any breach, non-compliance to the requirements of this SCoC and shall promptly take all necessary actions to rectify such breach or non-compliances;
6. we shall cooperate with Genetec in providing the relevant information upon request to allow Genetec to perform audits to confirm adherence to the SCoC;
7. we acknowledge that Genetec has the right to take any action at its sole discretion if the Supplier or its representative is found to have breached any requirements of this SCoC. Such actions may include:
 - a. Penalties or any contractual or legal remedies under the law;
 - b. Immediate termination of contract; and
 - c. Blacklist by Genetec.

Supplier Company Name	
Address	
Authorised Signature	
Name	
Title	
Date	