



Third Party Code of Conduct



Objective and Purpose

We at OQ Chemicals take pride in our committed, reliable and fair behavior towards our customers, suppliers, business partners as well as our immediate neighborhood. By doing so, we have earned and maintained the trust of our stakeholders over the years.

To help us uphold this trust and success, this **Third Party Code of Conduct** conveys the standards of business conduct that we expect from our suppliers, distributors, agents, customers, business consultants, and all other third parties we work with (our "Business Partners"). It is in consistence with the OQ Chemicals Code of Conduct, which is available on our website [Code of Conduct | OQ Chemicals](#) and which has to be adhered to by all our employees worldwide.

As our Business Partner, we expect you to comply with the following standards and take reasonable steps to communicate these standards to your relevant personnel as well as any subcontractors engaged by you in connection with work performed for OQ Chemicals.

Compliance with Laws

In the course of our business relationship, we consider it as a matter of course that you comply with all applicable laws, rules and regulations. This includes but is not limited to laws related to anti-bribery, competition, product quality and safety, environmental standards, occupational health and safety, data protection, labor and employment, as well as any other laws described herein or that are otherwise applicable to the products and/or services you provide to OQ Chemicals.

Preventing bribery and corruption

As a value-oriented company with integrity, we reject any form of corruption. We neither offer nor accept bribes. All Business Partners acting on our behalf or in connection with our business are prohibited from giving or offering anything of value, directly or indirectly, to any government official or entity in order to improperly obtain any business advantage or affect any government act or decision.

We recognize that every now and then small gifts are exchanged as a "thank you" for a good cooperation or as an appreciation of the business relationship. However, as our Business Partner, we request you to not offer anything of value to our employees that could improperly influence a business decision. All employees at OQ Chemicals are required to decline or report such inappropriate gratuities.

Fair competition

OQ Chemicals is committed to fair and free competition based on the quality of our products and services. We do not engage in unfair or ruinous business practices, nor do we support activities that would improperly restrict commerce. We expect nothing less from our Business Partners, and thus consider it as a matter of course that you comply with all applicable competition and antitrust laws while conducting business with us.

Trade Sanctions

OQ Chemicals does not conduct activities nor assist any other party in violating applicable economic sanctions or export control laws and regulations. And as our Business partner, you must comply with all applicable import and export control laws and will not export, re-export or otherwise transmit our products to:

- any country or region subject to applicable EU/U.S. embargos or trade sanctions,
- any individual or entity identified on any U.S. Government restricted party lists (including the Consolidated Sanctions, Specially Designated Nationals, Denied Persons, Entity, or Unverified Lists) or
- any end user with knowledge or reason to know that our products will be used to manufacture chemical weapons, or to support military regimes or regimes that disregard human rights.

Human Rights, Labour and Social Standards

OQ Chemicals is strongly opposed to child labor, or any form of involuntary, forced, or compulsory labor, and labor connected to human trafficking. We not want to cause or indirectly contribute to human rights violations. We thus refrain from working with any third parties known to violate labor laws or otherwise utilize inhumane labor practices including exploitation, physical punishment, abuse, involuntary servitude or other forms of mistreatment.

As our Business Partner, we expect you to promote the following standards in accordance with applicable law:

- All work is performed on a voluntary basis and does not involve any slave, forced, compulsory labor, or human trafficking;
- Employees are not discriminated against on the basis of race, color, religion, gender, national origin, sexual orientation, age, medical condition, physical or mental disability, or any other protected class of personal characteristic;
- Employees are free of physical movement and not required to surrender original identification documents, travel documents or any other personal documents during employment;
- You comply with minimum wages and working hours in accordance with local laws, and ensure compensation of a living wage according to local living conditions.
- Employees are provided a safe and healthy workplace that promotes wellbeing and protects the environment;
- You respect you employees' lawful freedom of association and all legal rights to organize and collectively bargain.

Occupational Safety and Environmental Protection

The protection of everybody's health and the environment both for ourselves and for future generations is our highest priority. OQ Chemicals therefore expects a high level of commitment not only from our employees but also from our Business Partners.

Therefore, OQ Chemicals expects of you to operate a safe and healthy workplace by

- complying with all applicable environmental laws and regulations;
- adhering to our occupational health and safety standards when providing services on our site;
- maintaining all proper licenses, permits and registrations required for your operations;
- minimizing hazards to your workers, employees and neighbors and taking appropriate measures to prevent occupational injuries.

Confidential/Proprietary Information

As our Business Partner, you must respect OQ Chemicals' intellectual property rights, trade secrets and other confidential, proprietary or sensitive information. We consider it as a matter of course that you will not use or disclose such information except in accordance with your contract with OQ Chemicals or with our prior written consent. We also expect of you to take adequate steps to prevent the misuse, abuse, theft, and wrongful disclosure of such information.

Data Privacy

When collecting, using, storing, or otherwise processing personal data of OQ Chemicals employees, customers, suppliers or other third parties, you must comply with all applicable data privacy and data protection laws and take all reasonable steps to safeguard personal information provided pursuant to your business relationship with OQ Chemicals.

Additional Information and Resources

This Third Party Code of Conduct is available in additional languages online at our website [Code of Conduct | OQ Chemicals](#)

Any questions regarding this Third Party Code of Conduct can be directed to the Legal Operations Manager, Sonja Kazmierczak via email at sonja.kazmierczak@oq.com.