



# **EDMI Business Partner Code of Conduct**

Version 2.0

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## 1. Introduction

- 1.1 EDM I expects all its Business Partners to observe an ethical principle for labour, environment, health & safety and financial statements. Business Partners are expected to be fully compliance with all the applicable rules, laws and regulations including sanctions.

## 2. Scope

- 2.1 Business Partners Code of Conduct ("Code") applies to all EDM I Business Partners and their contractors (and sub-contractors), subsidiaries, employees, vendors, distributors, resellers, agents, service providers, contractors and any other of their business partners.
- 2.2 They are expected to comply, maintain and act in accordance with the Code under all circumstances. Business Partners must report any deviations that are made to their knowledge to EDM I employees or representatives. Where there is a deviation to the Code, Business Partners must put in place appropriate remediations to prevent future deviation.
- 2.3 EDM I reserve the rights to terminate the business relationship if the Code is not adhered to.
- 2.4 All Business Partners must acknowledge adherence to the Code and complete Business Partner Code of Conduct Statement of Compliance on annual basis.

## 3. Environmental, Health and Safety Responsibility

- 3.1 EDM I require our Business Partners to fulfill their environmental, health and safety responsibilities. Our Business Partners are expected to:
  - Operate in an environmentally responsible manner and comply with legally required environmental, health and safety legislation and standards applicable to country of manufacture and sales;
  - Take measures to minimise the impact of their activity on climate change and strive to reduce their greenhouse gas emissions;
  - Apply life cycle perspective to their products and services that will minimise potential environmental impacts and prevent environmental pollution;
  - Work on water conservation and implement waste management processes in accordance with applicable legislation and standards;
  - Minimise the use of packaging and/or expand the use of recycled packaging;

- Commit to sustainable and responsible water and land use;
- Work on reducing energy consumption and show demonstrated commitment to the use of renewable energy;
- Work towards the reduction or elimination of by-products and wastestreams in their production processes;
- Provide a safe, healthy working environment and protect the well-being of their employees; and
- Put in place safety and health protection policies to promote the health, safety and wellbeing of their employees and reduce work-related injury and illness.

## **4. Modern Slavery, Anti-discrimination, Child Labour and Human Rights**

- 4.1 Harassment and discrimination in any form based on a person's gender, race, age, nationality, ethnic origin, religion, disability, sexuality or any other personal attribute is not acceptable.
- 4.2 Harassment or discrimination, which can take the form of verbal comments, physical contact, violation of personal conduct that will degrade a person, online harassment and/or discrimination such as spamming, cyberstalking, or any other inappropriate conduct, should not be condoned.
- 4.3 Modern slavery is an act of that deprives a person's liberty and dignity for another person's gain. EDM I as a zero-tolerance approach to modern.
- 4.4 slavery and are fully committed to preventing slavery and human trafficking in our operation and supply chain.
- 4.5 Our Business Partners should also ensure none of their entities employ labour that is below the legal working age.
- 4.6 EDM I expects our Business Partner to uphold modern slavery, anti-discrimination, human rights and child labour seriously.

## 5. Bribery & Kickbacks

- 5.1 Bribery and kickbacks are prohibited. Business Partners must not give or offer anything of monetary or material value, directly or indirectly, to any of the EDMI employees or to their agents, distributors or their Business Partners as an inducement to secure a deal. Similarly, all our Business Partners must not accept anything with a monetary or any material value, in return for giving a favourable treatment by our EDMI employees.
- 5.2 Business Partners are highly encouraged to report all kickbacks request to/from EDMI employees to our whistleblower channel listed below.

### **Whistle Blowing Channel**

Send by email to: [whistleblowing@osakiunited.com](mailto:whistleblowing@osakiunited.com); or  
Send by post to: Osaki United International Pte Ltd  
47 Yishun Industrial Park A  
Level 4  
Singapore 768724  
Attention: OUI Internal Audit Division

## 6. Gift and Hospitality

- 6.1 Business Partners must refrain, directly or indirectly, giving or offering gifts and hospitality or other benefits to EDMI employees with the intention to influence them in current or future business contracts and agreements. Even when there is no intended influence such gifts and hospitality must also be minimized.

## 7. Fair Competition and Anti-Trust

- 7.1 Business Partner should not engage or conspire in business conduct and activities that violate competition law or anti-trust regulations.

## 8. Conflict Minerals & Anti-terrorism

- 8.1 Business Partners should have in place internal measures to avoid the use of their raw materials directly or indirectly supporting armed groups who violate human rights or instill terror acts.

## **9. Confidential & Proprietary Information**

- 9.1 Business Partners are expected to maintain all confidential information relating to EDMI's customers, contracts, product design and projects.
- 9.2 Business Partners are also required to respect intellectual property rights and protect the data of their customers and suppliers.