

APICES Supplier Code of Conduct

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1. Introduction

Companies need to not only focus on financial performance but also need to consider the risks and opportunities associated with the social and environmental impacts corporations may have, including the full value chain.

APICES considers collaboration on sustainability in the supply chain as key and essential to conducting business. Companies must collaborate along supply chains to continuously improve and respect the environment as well as protect human rights to build a better working world.

APICES supports the principles of the United Nations Global Compact (UNGC) on Human Rights, Labor, Environment, and Anti-Corruption as well as the UN Guiding Principles on Business and Human Rights (UNGPs) and the OECD Guidelines for Multinational Enterprises.

The APICES Supplier Code of Conduct considers well established principles of sustainability which are also included in APICES policies.

- APICES has clearly defined its commitment to the principles of sustainable.
- APICES underscores its commitment to respecting human rights in all its business operations along the value chain.
- APICES's outlines the utmost importance of the legally compliant behaviour of APICES's employees.

APICES assumes its responsibility concerning ethical, social and ecological and put the principles of sustainable development into practice in their daily operations. Thus ethical, social and ecological as well as additional quality assurance and risk minimization principles have been taken into account in APICES's procurement processes.

The principles expressed in the APICES Supplier Code of Conduct comprise an important component of supplier selection and evaluation. Moreover, APICES expects its suppliers to address these principles further down the supply chain. If a supplier is in breach of one of these principles and cannot agree on an improvement plan or does not implement it, APICES reserves the right to end the commercial relationship.

The APICES Supplier Code of Conduct is therefore made available to our suppliers with the goal of strengthening our mutual understanding of how these principles should be practiced in day-to-day business, including the advancement of efforts to contribute to the better health of people, while protecting the planet.

Our revised expectations and minimum standards within the enclosed document are the product of not only the increasing regulatory environment globally with respect to particular issues, but also the increasing expectations of our clients and the wider community.

APICES values our supplier relationships and is committed to working with our suppliers to achieve mutual objectives. A supplier's performance and adherence to high business standards is an important and integral part of the value chain for APICES. APICES promotes and expects the application of high legal, ethical, environmental and employee-related standards within our own business and among our suppliers.

We believe that deviations from APICES Supplier Code of Conduct are unacceptable, and that our clients or suppliers should feel able to raise issues without any fear of retaliation or discrimination.

This APICES Supplier Code of Conduct sets forth the minimum standards of business conduct that we expect from all of our suppliers.

2. Ethics

To meet social responsibilities, suppliers shall conduct their business in an ethical manner and act with integrity, while complying with all applicable regulations. Ethical requirements include the following aspects:

- Business integrity
- Conflict of interest
- Fair competition
- Privacy and intellectual property
- Data privacy and data protection

- Fair marketing practices
- Standards when conducting clinical trials
- Animal welfare

3. Governance & Management Systems

Suppliers shall implement effective management systems and a governance structure to facilitate compliance with all applicable laws and regulations and promote continuous improvement. This includes the following aspects:

- Legal requirements
- Commitment and accountability
- Training and competency
- Replication of APICES Supplier Code of Conduct principles in the supply chain
- Systems, documentation and evaluation
- Risk management
- Right to evaluation and control
- Continuous improvement
- Transparency and disclosure
- Business continuity
- Identification of concerns

4. Quality

Suppliers shall provide high-quality and effective goods and services that are in compliance with contractually agreed standards, applicable laws and regulations. This comprises the following aspects:

- Quality standards
- Security practices

5. Labor & Human Rights

Suppliers shall respect the human rights of their employees, vulnerable groups and local communities, and treat them with dignity and respect. This includes the following aspects:

- Child labor avoidance
- Freely chosen employment
- Freedom of association
- Working time, wages and benefits
- Non-discrimination & fair treatment
- Local communities and vulnerable groups

6. Health & Safety

Suppliers shall take appropriate measures to ensure the health and safety of their employees, customers, visitors, contractors and others who may be affected by their activities. Suppliers shall have health and safety programs in place to identify, assess and manage risks to ensure the safety and well-being of employees.

This includes the following aspects:

- Occupational health and safety
- Process safety
- Product safety
- Emergency preparedness, risk information and training

7. Climate & Environment

Suppliers shall operate in an environmentally responsible and resource-efficient manner. This comprises the following aspects:

- Climate protection
- Renewable electricity & energy use
- Conservation & use of natural resources

- Water use
- Waste, air emissions, pollution
- Deforestation soil use

APICES offers to its customers, clinical research services to improve the quality of investigational products development optimizing the processes and activities of clinical research.

The insights and quality services we deliver help build trust and confidence in the clinical research field. We develop outstanding leaders who team to deliver on our promises to all of our stakeholders. In doing so, we play a critical role in building a better working world for our people, our customers and our communities.

*This document has been prepared for general informational purposes only and is not intended to be relied upon as advice of any kind.