Offices: 310-530-9400 Fax: 310-530-9402 www.adsantec.com

**Code of Conduct** 

At ADSANTEC, Inc., we are deeply committed to maintaining the highest standards of ethical conduct, integrity, and excellence across all aspects of our operations. As a trusted supplier, we understand the importance of adhering to the principles that guide responsible business practices.

Our commitment is demonstrated through the following key areas:

- 1. **Core Values Alignment**: ADSANTEC, Inc. operates with a strong foundation of core values that emphasize doing what's right, respecting others, and performing with excellence. These values are integral to our company culture and guide our daily operations.
- 2. Ethics and Compliance Program: We have established a comprehensive ethics and compliance program tailored to the size and nature of our business. This program includes policies and procedures that ensure full compliance with all applicable laws, regulations, and industry standards. Our monitoring systems are designed to identify and correct any deficiencies promptly.
- 3. **Support for Human Rights**: At ADSANTEC, Inc., we uphold the human rights of all individuals involved in our operations. We prohibit any form of modern slavery, human trafficking, or child labor. We are committed to ensuring that all employment is freely chosen and compliant with local and international labor laws, while also respecting the rights of workers to unionize and engage in collective bargaining.
- 4. **Respectful and Inclusive Workplace**: We foster a culture of respect, dignity, and inclusivity. ADSANTEC, Inc. provides equal employment opportunities to all employees and applicants, regardless of race, ethnicity, religion, gender, sexual orientation, or other protected characteristics. Our work environment is free from discrimination, harassment, and other forms of abusive conduct.
- 5. Workplace Safety and Health: The safety, health, and welfare of our employees and visitors are top priorities. ADSANTEC, Inc. ensures that all our facilities maintain safe, healthy, and humane working conditions. We comply with all relevant environmental, health, and safety laws and continuously strive to enhance our safety standards.
- 6. **Prohibition of Bribery and Corruption**: ADSANTEC, Inc. maintains a zero-tolerance policy towards bribery and corruption. We adhere strictly to all relevant anti-corruption laws and prohibit the offering or accepting of any form of bribes, kickbacks, or other illicit payments in all business dealings.
- 7. **Fair Competition Practices**: We are committed to fair and ethical competition. ADSANTEC, Inc. complies with all applicable competition and antitrust laws, avoiding any practices that could unfairly influence business decisions, such as price-fixing, bid-rigging, or exchanging competitive information.



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- 8. **Global Trade Compliance**: ADSANTEC, Inc. adheres to all international trade laws and regulations, including those governing the import and export of goods and technical data. We ensure full compliance with global trade directives and do not participate in unsanctioned foreign boycotts or money-laundering activities.
- 9. Accurate Record Keeping: We maintain complete, accurate, and transparent records for all transactions and business processes. ADSANTEC, Inc. ensures that all records fully and accurately represent the underlying transactions and are retained according to applicable records retention requirements.
- 10. Avoidance of Conflicts of Interest: ADSANTEC, Inc. is committed to avoiding any conflicts of interest in our business dealings. We ensure that all decisions are made objectively and without bias, and we take measures to prevent any appearance of conflicts of interest by disclosing any potential conflicts to the relevant parties.
- 11. **Commitment to Product Quality:** Quality is at the core of our operations. ADSANTEC, Inc. is proud to be **AS9100D** certified, which reflects our rigorous commitment to quality management. We implement stringent processes to ensure that all products meet or exceed industry standards. Our quality management system is designed to identify defects, implement corrective actions, and prevent the introduction of counterfeit parts into our supply chain.
- 12. Environmental Protection: ADSANTEC, Inc. is dedicated to operating in an environmentally responsible manner. We actively manage risks, minimize waste, and protect the environment in all aspects of our operations. Our company applies a systematic approach to environmental management, ensuring compliance with regulatory requirements and pursuing sustainable business practices.
- 13. Ethical Use of Artificial Intelligence: We are committed to the ethical use of artificial intelligence (AI) in our operations. ADSANTEC, Inc. ensures that any AI solutions developed or used are aligned with ethical principles and are designed to promote fairness, accountability, and transparency.
- 14. **Safeguarding Assets and Information**: ADSANTEC, Inc. is committed to protecting all company assets, including confidential and proprietary information, against unauthorized access, loss, damage, theft, and misuse. We maintain robust information security programs to protect against cybersecurity risks and ensure compliance with all data privacy and intellectual property laws.
- 15. Whistleblower Protection: We provide a safe and confidential avenue for employees to report any legal or ethical concerns without fear of retaliation. ADSANTEC, Inc. takes all reports seriously and is committed to addressing any issues promptly and appropriately.