



Quality Management System
**Business Conduct Principles for suppliers,
subcontractors and partners**

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I. Introduction

Helyx Secure Information Systems Limited (“Helyx”) is a socially, ethically and legally responsible business which commits and adheres to high standards of social and ethical behaviour, and operates in compliance with laws and regulations.

It is an essential requirement of your relationship as a supplier, subcontractor or partner to Helyx, that you too commit and adhere to high standards of social and ethical behaviour, and that you operate in compliance with laws and regulations.

In relation to any arrangement between Helyx and you, you shall comply with the following principles.

I.1 Laws and regulations

To conduct business in compliance with all applicable law, regulation and binding authority.

I.2 Sustainability and the environment

To conduct business in compliance with all applicable environmental law, regulation and binding authority. To effect a policy for ensuring a sustainable and environmentally friendly business.

I.3 Ethical conduct

To conduct business ethically. To prohibit any form of bribery or corruption and to operate at all times in accordance with all applicable bribery laws. To effect an anti-bribery / corruption policy based on law and to ensure that all workers and contractors are familiar with and abide by such policy and laws. In no circumstances take any action which is contrary to or inconsistent with bribery laws.

I.4 Health and Safety

To conduct business in compliance with all applicable health and safety law, regulation and binding authority. To ensure that business activity is undertaken safely; and to ensure that workers and visitors are safe.

I.5 Business conduct; employment; fair and respectful treatment; slavery and human trafficking

To conduct business honestly, with integrity and in compliance with all applicable employment law and regulation, including those relating to: remuneration; working hours; non-discrimination; equal opportunities.

To ensure that workers: are treated fairly, with dignity and respect; have the freedom of association (for example, in relation to worker organisations); and have agreed to undertake the work voluntarily, without force. In no circumstances employ or permit child and/or involuntary labour. To comply with the Helyx Policy in relation to Slavery and Human Trafficking, as set out in the Helyx Slavery and Human Trafficking Statement available on the Helyx website.



I.6 Information handling and security

To handle all confidential or protected information securely, confidentially and in accordance with all applicable law and regulation. To ensure that personal data is handled in accordance with applicable data protection laws and regulations.

I.7 Applying these principles

You are expected to: put in place suitable management policies / system(s) for ensuring compliance with these principles; extend these principles to those engaged or acting on your behalf, including your contractors; make available to Helyx records to demonstrate your compliance with these principles.