



## Elo Touch Solutions, Inc.

### Supplier Code of Conduct

#### Introduction

Elo takes pride in collaborating with worldwide Suppliers from various backgrounds and specialties. This Supplier Code of Conduct (the “**Code**”) applies to all global suppliers of Elo which includes all integrated suppliers, temporary personnel, and third-party consultants. Elo practices and demonstrates the values, principles and guidelines stated in this Code in its day-to-day business operations. In addition to any requirements found in the agreements with Elo, we expect Elo’s supplier (“**Supplier**” or “**Suppliers**”) to conform to the principles found in the Code to further demonstrate their value within our supply chain. To accomplish this goal, Supplier shall comply with the Code and pass through the requirements of the Code in its agreements with its suppliers, service providers, and subcontractors. In some cases, Elo may request, and Supplier shall provide any information required to measure the Supplier’s conformance to the Code.

When we refer to “**Elo**” herein, we are referring to Elo Touch Solutions, Inc. and its direct and indirect subsidiaries worldwide collectively.

#### 1. Labor Standards and Human Rights

**1.1 Providing Opportunity for All.** Suppliers shall extend equal opportunity and fair treatment to all of its employees. Suppliers must prohibit discrimination on the basis of age, disability, ethnicity, marital or family status, national origin, race, color, religion, sex, sexual orientation, or any other characteristic protected by law.

**1.2 Human Rights.** In addition to complying with Equal Employment Opportunities (EEO) laws in the United States of America, Suppliers must comply with all other applicable civil rights, human rights, environmental and labor laws in the locations where the company operates around the world. Suppliers must provide clean and safe working environments and conditions for employees, forbid child labor at its facilities or at the facilities of supplier subcontractors and require that employees receive all benefits mandated by applicable laws. Regardless of location, each supplier must prohibit business units or supplier associates from engaging in activities that do not maintain individual dignity and respect, even if permissible under applicable law. A supplier’s core values must show commitment to being good global citizens and acting in a socially responsible manner in the communities where the supplier conducts its business.

Suppliers must support the following specific labor and human rights related principles:

**1.2.1 Prohibition of Forced Labor.** Forced labor in any form, including but not limited to, bonded (including debt bondage) or indentured labor, involuntary or exploitative prison labor, slavery or trafficking of people is not permitted. This includes transporting, harboring, recruiting, transferring,

or receiving persons by means of threat, force, coercion, abduction or fraud for labor or services. There shall be no unreasonable restrictions on workers' freedom of movement in the facility in addition to unreasonable restrictions on entering or exiting company- provided facilities including, if applicable, workers' dormitories or living quarters.

**1.2.2 Freely Chosen Employment.** All employment will be voluntary, and workers should be free to leave upon reasonable notice. Workers shall not be required to surrender government-issued identification, passports or work permits as a condition of employment, except for the purpose of legal status verification, in which case the documents must be promptly returned to the worker.

**1.2.3 Child Labor.** Child labor shall not be used in any stage of manufacturing. The term "child" refers to any person under the age of 15, or under the age for completing compulsory education, or under the minimum age for employment in the country, whichever is greatest. Workers under the age of 18 (Young Workers) shall not perform work that is likely to jeopardize their health or safety, including night shifts and overtime. Suppliers shall ensure proper management of student workers through proper maintenance of student records, rigorous due diligence of educational partners, and protection of students' rights in accordance with applicable laws and regulations. Suppliers shall implement an appropriate mechanism to verify the age of workers. The use of legitimate workplace learning programs, which comply with all laws and regulations, is supported. Suppliers shall provide appropriate support and training to all student workers. In the absence of local law, the wage rate for student workers, interns, and apprentices shall be at least the same wage rate as other entry-level workers performing equal or similar tasks. If child labor is identified, assistance/remediation shall be provided.

**1.2.4 Wages and Benefits.** Compensation paid to workers shall comply with all appropriate wage laws, including those relating to minimum wages, and legally mandated benefits. In compliance with local laws, workers shall be compensated for overtime at pay rates greater than regular hourly rates.

**1.2.5 Humane Treatment.** Suppliers shall not treat anyone harshly and inhumane, including any sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse of workers; nor is there to be the threat of any such treatment.

**1.2.6 Non-Discrimination.** Suppliers must be committed to a workforce free of harassment and unlawful discrimination. Suppliers shall not engage in discrimination based on race, color, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation, union membership or marital status in hiring and employment practices such as promotions, rewards, and access to training. In addition, workers or potential workers should not be subjected to medical tests that could be used in a discriminatory way as a condition of employment.

## **2. Health and Safety**

Suppliers must ensure that all their employees operate in safe working environments. Suppliers must take measures to detect, avoid and respond to potential risks to the health and safety of their

employees. Suppliers must abide by local Health and Safety regulations and adhere to the related requirements within the Code.

**2.1 Making Workplace Safety and Security a Priority.** Suppliers must provide a safe working environment for all employees. Suppliers must follow strict safety and security rules and practices including:

**2.1.1 Occupational Health and Safety**

Worker potential for exposure to health and safety hazards (chemical, electrical and other energy sources, fire, vehicles, and fall hazards, etc.) shall be identified and assessed, mitigated using the Hierarchy of Controls. Where hazards cannot be adequately controlled by these means, workers shall be provided with appropriate, well-maintained, personal protective equipment, and educational materials about risks to them associated with these hazards. Gender-responsive measures shall be taken, such as not having pregnant women and nursing mothers in working conditions, which could be hazardous to them or their child and to provide reasonable accommodations for nursing mothers.

**2.1.2 Emergency Preparedness**

Potential emergency situations and events shall be identified and assessed, and their impact minimized by implementing emergency plans and response procedures including emergency reporting, employee notification and evacuation procedures, worker training, and drills.

Emergency drills shall be executed at least annually or as required by local law, whichever is more stringent. Emergency plans shall also include appropriate fire detection and suppression equipment, clear and unobstructed egress, adequate exit facilities, contact information for emergency responders, and recovery plans. Such plans and procedures shall focus on minimizing harm to life, the environment, and property.

**2.1.3 Occupational Injury and Illness**

Procedures and systems shall be in place to prevent, manage, track and report occupational injuries and illnesses, including provisions to encourage worker reporting, classify and record injury and illness cases, provide necessary medical treatment, investigate cases and implement corrective actions to eliminate their causes, and facilitate the return of workers to work. Suppliers shall allow workers to remove themselves from imminent harm, and not return until the situation is mitigated, without fear of retaliation.

**2.1.4 Industrial Hygiene**

Worker exposure to chemical, biological, and physical agents shall be identified, evaluated, and controlled according to the Hierarchy of Controls. When hazards cannot be adequately controlled, workers shall be provided with and use appropriate, well-maintained, personal protective equipment free of charge. Suppliers shall provide workers with safe and healthy working environments, which shall be maintained through ongoing, systematic monitoring of workers' health and working environments. Suppliers shall provide occupational health monitoring to routinely evaluate if workers' health is being harmed from occupational exposures. Protective occupational health programs shall be ongoing and include educational materials about the risks

associated with exposure to workplace hazards.

#### **2.1.5 Physically Demanding Work**

Worker exposure to the hazards of physically demanding tasks, including manual material handling and heavy or repetitive lifting, prolonged standing, and highly repetitive or forceful assembly tasks shall be identified, evaluated, and controlled.

#### **2.1.6 Machine Safeguarding**

Production and other machinery shall be evaluated for safety hazards. Physical guards, interlocks, and barriers shall be provided and properly maintained where machinery presents an injury hazard to workers.

#### **2.1.7 Sanitation, Food, and Housing**

Workers shall be provided with ready access to clean toilet facilities, potable water and sanitary food preparation, storage, and eating facilities. Worker dormitories provided by the Participant or a labor agent shall be maintained to be clean and safe, and provided with appropriate emergency egress, hot water for bathing and showering, adequate lighting, and adequate conditioned ventilation, individually secured accommodations for storing personal and valuable items, and reasonable personal space along with reasonable entry and exit privileges.

#### **2.1.8 Health and Safety Communication**

Participants shall provide workers with appropriate workplace health and safety information and training in the language of the worker or in a language the worker can understand for all identified workplace hazards that workers are exposed to, including but not limited to mechanical, electrical, chemical, fire, and physical hazards. Health and safety related information shall be clearly posted in the facility or placed in a location identifiable and accessible by workers. Health information and training shall include content on specific risks to relevant demographics, such as gender and age, if applicable. Training shall be provided to all workers prior to the beginning of work and regularly thereafter. Workers shall be encouraged to raise any health and safety concerns without retaliation.

#### **2.1.9 Substance-Free Workplace for the Well-Being of Employees and Visitors**

Substance abuse, whether alcohol or drug abuse, poses a serious threat to safety, health, and productivity. Suppliers must not allow or tolerate substance abuse within the organization by anyone. Suppliers must maintain a substance-free workplace in all locations worldwide.

### **3. Environmental Responsibility**

Suppliers must adhere to the following environmental principles:

**3.1 Environmental Permits and Reporting.** All required environmental permits (e.g. discharge monitoring) and registrations (including, but not limited to, hazardous substance storage and use, general, air, water, and waste) are to be obtained, maintained and kept current and their operational, monitoring and reporting requirements are to be met.

**3.2 Pollution Prevention and Resource Reduction.** Waste of all types, including water and energy, is to be reduced or eliminated at the source or by practices such as modifying production, maintenance and facility processes, materials substitution, conservation, recycling and re-using materials.

**3.3 Hazardous Substances.** Chemical and other materials posing a hazard if released to the environment are to be identified and managed to ensure their safe handling, movement, storage, recycling or reuse and disposal.

**3.4 Product Content Restrictions.** Suppliers must adhere to all applicable laws, regulations, and industry standards regarding prohibition or restriction of specific substances including labeling laws and regulations for recycling and disposal. Elo collects the applicable laws and regulations into our Green Procurement Guidelines document number ES600973. This document lists dozens of regulations, including well-known regulations such as RoHS, REACH, and POP.

Elo reserves the right to request verifications from suppliers detailing their ongoing testing and auditing of the supply base to ensure compliance with all regulations and customer-specific requirements.

**3.5 Wastewater and Solid Waste.** Wastewater, e-waste and solid waste generated from operations, industrial processes and sanitation facilities are to be monitored, controlled and treated as required prior to discharge or disposal.

**3.6 Air Emissions.** Air emissions of volatile organic chemicals, aerosols, corrosives, particulates, ozone depleting chemicals and combustion by-products generated from operations are to be characterized, monitored, controlled and treated as required prior to discharge.

**3.7 No Unauthorized Discharges or Disposal.** Suppliers shall not directly or indirectly dispose of liquid or solid waste onto or into the ground, into any body of water or into a wastewater disposal system except in compliance with a permit or other express regulatory authorization.

## **4. Ethics and Regulatory Compliance**

**4.1 Compliance with Laws.** Suppliers must conduct its business in accordance with all applicable laws, rules and regulations wherever the supplier does business. Suppliers must carry out their responsibilities in accordance with the law and refrain from illegal conduct.

**4.2 Payment Practices.** Suppliers shall not violate any anti-bribery or anti-corruption law of any jurisdiction, including but not limited to the United States of America's Foreign Corrupt Practices Act, the UK Bribery Act and any country which is or will become a signatory to the OCED Convention on Combating Bribery of Foreign Public Officials, and in particular, Suppliers:

4.2.1 Shall not pay, offer or promise to pay, or authorize the payment of, any monies or anything of value, directly or indirectly, to any government official or employee, any official or employee of a state-run or state-owned or controlled enterprise or entity, any official or employee of a public international organization, any candidate for political or public office, any official or employee of any political party, or any family member or relative of such persons or any political party for the purpose of influencing any act or decision of any such official, employee, candidate, political party, enterprise or entity, public organization, or government to obtain or retain business, or direct business to any person or entity, or for any other improper advantage or purpose;

4.2.2 Shall notify Elo promptly if supplier or any of its agents have knowledge that a violation has occurred or is likely to occur.

**4.3 Antitrust.** Competition laws and regulations throughout the world are designed to foster a competitive marketplace and prohibit activities that restrain trade. Generally, actions taken in combination with other companies that restrain competition may violate the antitrust laws. Certain antitrust violations involving agreements with competitors are crimes and can result in large fines and prison terms for the individuals involved. In addition, actions taken by an individual company in market segments in which it has a particularly strong position may violate competition laws if they have the effect of excluding competition through unfair means. Elo's success depends on competing independently and fairly at all times. Elo competes vigorously but within the bounds of fair competition. In this regard, the following practices are to be followed:

4.3.1 Suppliers are not to enter into any arrangements or understandings with competitors or potential competitors concerning prices, terms or conditions of sale or license, sales or marketing practices or plans, or research and development plans.

4.3.2 Suppliers are not to enter into any arrangements or understandings with a particular competitor to not deal with a particular customer or supplier.

4.3.3 Suppliers are not to enter into agreements or understandings that control the prices charged by a distributor.

#### **4.4 Export/Import Controls.**

4.4.1 Most countries, including the United States, have export/import control laws in place to protect strategically necessary products and technologies (these include, but are not limited to, production materials, finished goods, capital equipment, molds and tooling, samples and prototypes, repaired or returned products and technical information). When importing or exporting products, services, information or technology, suppliers must comply with applicable U.S. and other national laws, regulations and restrictions worldwide.

4.4.2 It is important to understand that, with few exceptions, U.S. origin products and/or technology are subject to U.S. export controls no matter where they are located in the world. The U.S. controls the export of defense articles and certain commercial items that have both

commercial and military applications.

4.4.3 Suppliers are required to exercise due diligence to ensure that proper import/ export related policies, procedures and controls are adopted. Failure to do so could expose Elo, along with our customers and suppliers, to increased scrutiny from government agencies and associated negative publicity. Elo's ability to conduct business on a global basis must not be jeopardized.

4.4.4 In addition to U.S. export and import control regulations, countries around the world have their own regulations pertaining to exports and imports. Suppliers' policies on export/ import controls and economic sanctions must contain specific guidelines regarding:

- 4.4.4.1 Obtaining proper export and import authorization;
- 4.4.4.2 Disclosing or transferring technical data to foreign nationals either in the U.S. or abroad;
- 4.4.4.3 Establishing eligibility of export/import recipients;
- 4.4.4.4 Executing, controlling, and delivering required documentation; and
- 4.4.4.5 Retaining records for the above.

4.4.5 Suppliers should also comply with the minimum Security Criteria of the U.S. Bureau of Customs and Border Protection's Customs-Trade Partnership Against Terrorism (CTPAT) program and/or other applicable global supply chain security programs, to the extent that these criteria are relevant for supplier's operations. Further information about the CTPAT program may be found on Customs website at <http://www.cbp.gov>.

#### **4.5 Privacy**

Suppliers shall commit to protecting the reasonable privacy expectations of personal information of everyone they do business with, including suppliers, customers, consumers, and employees. Suppliers shall comply with privacy and information security laws and regulatory requirements when personal information is collected, stored, processed, transmitted, and shared.

### **5. Responsible Mineral Sourcing**

Elo is committed to responsible sourcing of minerals and to supporting our customers in meeting these regulations.

The minerals this policy pertains to are tin, tantalum, tungsten, and gold (collectively known as 3TG), as well as cobalt and mica.

Suppliers shall:

**5.1** Adopt and share with Elo a responsible mineral sourcing policy that:

- Aligns with OECD's Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas (<https://www.oecd.org/corporate/mne/mining.htm>). In particular, all risks in Annex II's Model Supply Chain Policy (Human Rights, Conflict, and Good Governance) should be considered;
- Addresses minerals sourced from the "Covered Countries" of Section 1502 of the United States'



Dodd-Frank Act (3TG originating in the Democratic Republic of Congo and its Adjoining Countries);

- Addresses minerals sourced from the EU 2017/821 list of Conflict-Affected and High-Risk Areas (CAHRAs) (<https://www.cahraslist.net/>);
- Includes a commitment to, and description of, the due diligence to be performed and the steps, tools, and governance used;
- Makes similar requirements of their suppliers.

**5.2** Annually declare the use and origins of the minerals that are present in the products sold to Elo using the latest versions of Responsible Mineral Institute's CMRT and EMRT reporting templates.

## **6. Management Systems and Record-keeping**

Suppliers must provide any necessary information that would assist in compliance. This includes, but is not limited to, audit and assessment results, governance policy documents, or other examples of compliance, including grievance mechanisms. Suppliers shall promptly provide such documentation upon Elo's written request and comply with any additional compliance and ethics terms found in its contracts or purchase terms with Elo. Suppliers shall establish programs for training managers and workers to implement Supplier's policies, procedures, and improvement objectives and to meet applicable legal and regulatory requirements.

Suppliers must be of sound financial stability and capable of complying with its obligations to Elo. Upon Elo's request, Supplier will furnish financial statements to demonstrate its financial condition. If Supplier's audit reports are publicly available, in lieu of providing written copies thereof, Suppliers may inform Elo of where and when they may be obtained. If Elo's review of financial statements causes Elo to question Supplier's ability to perform its duties and obligations to Elo, Elo may request, and Suppliers shall provide, reasonable assurances of the Supplier's ability to perform its duties. Furthermore, Suppliers shall notify Elo immediately if there is a material adverse change in Supplier's business or financial condition including of there is the filing of insolvency or bankruptcy proceedings or concerning liquidation of assets. To the extent Elo reasonably believes that Supplier is not of sound financial stability, after reasonable consultation with Supplier, Elo may require Supplier to collaborate with another Supplier to ensure that the know-how of the manufacturing of Elo products is smoothly transitioned to another source to ensure Elo's continuous operations.

## **7. Confidential and Proprietary Information.**

Suppliers must use Elo's confidential information only as permitted and subject to the restriction stated in their agreement with Elo or in the terms that are referenced in an Elo purchase order and must always protect all Elo confidential information.

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Suppliers can also find related information at:

Related documents within Elo's Supplier Portal at:

<https://portal.elotouch.com>; and

Elo's Purchase Order Terms and Conditions at:

<https://supplier.elotouch.com/Documents/GA600004%20Rev%20B.pdf>

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Please  if your company is a RBA member:

Supplier is an RBA member.

ACKNOWLEDGED AND AGREED THIS CODE BY SIGNING BELOW:

By: \_\_\_\_\_

Name:

Title:

Supplier's Company Name: