
	Expectations for Suppliers and Subcontractors		Revision: 0
	Rev. 0	NAC - Corporate Document Number: NAC-100000-PP-POL-000-0010	Houston, TX Date: 26JUL2021

Expectations for Suppliers and Subcontractors

Suppliers, including subcontractors and all business partners, are required to review these expectations and comply with them in all dealings with Nacero.

- A. The safety of our employees, multitier suppliers and all stakeholders is Nacero's highest priority. We expect this same level of commitment from all parties with whom we do business.
- B. All dealings with Nacero must be based on fairness, accountability, transparency, legal and ethical compliance, environmental stewardship, social responsibility and respect of labor rights and human rights. Nacero has adopted the Institute for Supply Management's *Principles and Standards of Ethical Supply Management Conduct*, and *Principles of Sustainability and Social Responsibility* as may be amended by ISM from time to time. Suppliers are encouraged to pursue diversity in their workforce and supply base, and to institute formal diversity policies. All suppliers should review and ensure their understanding of the ISM Principles from these links:
https://www.ismworld.org/globalassets/pub/docs/210_ethics_book.pdf
<https://www.ismworld.org/globalassets/pub/docs/526-prinsussocres 5 20.pdf>
- C. Suppliers must comply with all applicable laws, including those pertaining to corrupt practices, human rights and non-discrimination. These include the United States Foreign Corruption Act of 1977, the United Kingdom Bribery Act of 2010, the United Kingdom Criminal Finances Act of 2017, and all other applicable national, regional, provincial, state, municipal or local laws and regulations. Suppliers are further required to ensure that their subtier suppliers and subcontractors comply with all applicable laws with regard to Company business.
- D. No anticompetitive conduct such as bid-rigging or information-brokering will be tolerated. No facilitating payments may be made on behalf of Nacero or any of its entities for any purpose. No bribes or inappropriate business gifts may be offered to a Nacero employee to obtain advantage. No Nacero employee may solicit such gifts.
- E. Suppliers must avoid all conflicts of interest and situations leading to even the appearance of potential conflicts of interest with regard to Company business.
- F. Suppliers are required to stand behind the accuracy of all transactions and records that are submitted to Nacero and to all regulatory authorities. Suppliers must comply with all applicable international trade laws, including the transfer or sharing of restricted software, technical data and technology.
- G. Suppliers must respect intellectual property rights and protect confidential, sensitive and trade secret information as required.
- H. Suppliers are expected to provide safe and healthy work environments and must demonstrate upon

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demand their ethics and compliance programs, quality assurance programs, and health, safety, security and environmental programs. The International Organization for Standardization (ISO) publishes widely-accepted standards for these and many other such programs.

- I. Suppliers must allow Nacero’s and its contractors’ on-premise inspection and submit to financial and other audits as contracts may require.
- J. Suppliers must report ethical concerns relating to Nacero employees or representatives immediately to their manager, to Nacero’s Chief Compliance Officer, or by using the Company’s anonymous mobile app reporting solution, #NotMe.com.
- K. Suppliers must comply with Nacero’s Supplier Cybersecurity Policy NAC-100000-PP-POL-000-0003.

Reference Documents

Document Number	Document Title	Section
NAC-100000-FI-POL-000-0001	Delegation of Authority Matrix	All
NAC-100000-PP-POL-000-0003	Supplier Cybersecurity Policy	All
NAC-100000-IT-POL-000-0001	Cybersecurity Response Plan	All
NAC-100000-PP-STD-000-0002	Company Card Procedure	All
NAC-100000-LE-AGM-000-0003	Nondisclosure Agreement	All
NAC-100000-PP-POL-000-0009	Travel and Entertainment Policy	All