



OXFORD INSTRUMENTS ("OI") seeks to work with worldwide representatives and suppliers (e.g. sales agents, resellers, distributors, dealers, consultants and third party providers) who operate under principles that are similar to OI's Code of Business Conduct and Ethics. The following Code of Conduct defines the basic requirements placed on OI's representatives and suppliers concerning their responsibilities towards their stakeholders and the environment. OI reserves the right to reasonably change the requirements of this Code of Conduct due to changes in the law or of its compliance program. In such event OI expects its representatives and suppliers to accept such reasonable changes.

The Supplier declares herewith:

Legal Compliance & UN Principles

- to comply with the laws of the applicable legal system(s);
- to apply the United Nations Guiding Principles on Business and Human Rights to all business operations.

Respect for the basic human rights of employees & prohibition of child labour

- to promote equal opportunities for and treatment of its employees irrespective of skin colour, race, nationality, social background, disabilities, sexual orientation, political or religious conviction, sex or age;
 - to respect the personal dignity, privacy and rights of each individual;
 - not to make anyone work against his/her will or as a result of coercion or under threat of a penalty;
 - to employ no workers under the age of 15 or, in those countries subject to the developing country exception of the ILO Convention 138, to employ no workers under the age of 14.
 - to refuse to tolerate any unacceptable treatment of employees, such as mental cruelty, sexual harassment or discrimination;
 - to prohibit behaviour including gestures, language and physical contact, that is sexual, coercive, threatening, abusive or exploitative;
 - to provide fair remuneration and to guarantee the applicable national statutory minimum wage;
 - to comply with the maximum number of working hours laid down in the applicable laws;
 - to refuse to arrange or facilitate the travel of individuals with a view to exploiting them;
 - to recognize, as far as legally possible, the right of free association of employees and to neither favour nor discriminate against members of employee organizations or trade unions;
 - to take reasonable efforts to avoid in its products the use of raw materials which directly or indirectly finance armed groups who violate human rights;
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Prohibition of corruption and bribery

- to tolerate no form of and not to engage in any form of corruption or bribery, including any payment or other form of benefit conferred on any government official for the purpose of influencing decision making in violation of law.

Health and safety of employees

- to take responsibility for the health and safety of its employees;
- to control hazards and take reasonable possible precautionary measures against accidents and occupational diseases;
- to provide training and ensure that employees are educated in health and safety issues;
- to set up or use a reasonable occupational health & safety management system according to OHSAS 18001 or equivalent.

Environmental protection

- to act in accordance with the applicable statutory and international standards regarding environmental protection; to minimize environmental pollution and make continuous improvements in environmental protection;
- to set up or use a reasonable environmental management system according to ISO 14001 or equivalent.

Supply chain

- to use reasonable efforts to promote among its suppliers compliance with this Code of Conduct;
 - to comply with the principles of non-discrimination with regard to supplier selection and treatment.
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