



# Code of Conduct for Samchem Suppliers

## Introduction

As a responsible player in the chemical distribution industry, Samchem Group is committed to ethical, safe, and sustainable business practices. We recognize that our operations affect people, communities, and the environment.

This Supplier Code of Conduct (“the **Code**”) outlines the principles and basic standards that we expect from all suppliers, agents, subcontractors, and service providers (“**Suppliers**”) to the Samchem Group. These expectations align with our corporate values and policies, particularly in the areas of legal compliance, environmental stewardship, occupational safety, inclusiveness and ethical conduct.

By engaging with Samchem Group, Suppliers agree to uphold the principles outlined in this Code across all business dealings, regardless of geography or scale of operations.

## 1. Business Integrity

### 1.1 Honesty, Integrity, and Fairness

Suppliers shall conduct business in a professional, transparent, and ethical manner, upholding fairness and integrity in all dealings.

### 1.2 Compliance with Laws and Regulations

Suppliers must comply with all applicable laws and regulations of the countries that it operates in.

### 1.3 Anti-Bribery and Corruption

Bribery, facilitation payments, and other forms of corrupt practices are strictly prohibited. When dealing with public or private entities, Suppliers must not offer, request, or accept bribes, kickbacks, or gifts of value, directly or indirectly that could influence business decisions or create conflicts of interest.

In addition to the above, all Suppliers are required to read, understand, and comply with Samchem Anti-Corruption and Bribery (“ACB”) Policy, which applies to employees, directors and business associates.

The ACB Policy is available on the Company’s website at <https://www.samchem.com.my/corporate-info/governance/>. By continuing to engage with the Company, Suppliers acknowledge and agree to uphold the principles and obligations set out in the ACB Policy, including any amendments that may be published from time to time.

#### **1.4 Conflicts of Interest**

Suppliers are expected to avoid situations that may create or appear to create a conflict between personal interests and business responsibilities. Suppliers must disclose to Samchem any conflict between a personal interest of one of their employees and the interests of Samchem.

#### **1.5 Whistleblowing**

Samchem maintains a whistleblowing mechanism to encourage the reporting of any actual or suspected misconduct, including bribery, corruption, fraud, or other unethical behaviour. Suppliers and their representatives are encouraged to report any concerns in good faith through the designated reporting channels provided on the Samchem website at <https://www.samchem.com.my/corporate-info/governance/>. All reports will be treated with strict confidentiality.

## **2. Labour Standards**

#### **2.1 Non-Discrimination**

Suppliers shall not discriminate in hiring practices based on race, gender, age, religion, marital status, sexual orientation or disability.

#### **2.2 No Forced or Child Labour**

Suppliers must comply with the labour laws of the countries in which they operate in.

In addition, Suppliers undertake not to use any form of forced, bonded, or child labour. All workers must be employed voluntarily and meet the minimum legal working age as defined by local law. Suppliers must not utilize factories or production facilities where work is performed by child labor, unpaid or indentured labourers.

#### **2.3 Fair Compensation and Working Hours**

Suppliers must pay wages and benefits in accordance with applicable laws and ensure that working hours comply with legal and industry standards.

#### **2.4 Workplace Dignity and Freedom of Association**

Suppliers shall provide a work environment free from harassment, abuse, violence or threats, and must uphold the rights and dignity of all employees.

Suppliers shall respect rights of employee to freely associate and bargain collectively in accordance with applicable laws and regulations.

## 3. Health, Safety, and Product Stewardship

### 3.1 Chemical Safety and Handling

Suppliers must handle, store, transport, and dispose of chemicals in compliance with applicable safety regulations such as OSHA or equivalent local standards and all applicable environmental laws. Material Safety Data Sheets (MSDS) and proper labelling must accompany all chemical products.

### 3.2 Workplace Safety

Suppliers must provide a safe and healthy workplace for employees, contractors, and visitors, including the use of personal protective equipment (PPE), hazard communication, and emergency preparedness programs.

### 3.3 Product Quality and Compliance

Suppliers must ensure that the products and services they supply comply with all applicable quality, safety and environmental rules and standards.

All chemical products and services supplied must meet agreed-upon specifications and regulatory requirements and be safe for their intended use.

## 4. Environmental Responsibility

Suppliers must operate in an environmentally responsible manner that is compliant with all applicable laws and regulation.

Suppliers are encouraged to:

- minimizes environmental impact. This includes responsible management of waste, water, emissions, effluents, and packaging materials.
- improve energy efficiency and reduce carbon emissions.
- Explore the use of renewable energy sources.
- Support initiatives related to carbon offsetting or nature-based solutions such as mangrove planting or reforestation efforts.

## 5. Intellectual Property and Confidentiality

### **5.1 Intellectual Property**

Suppliers shall ensure that they do not infringe Samchem Group's intellectual property rights, including trademarks, patents, designs, and proprietary information.

### **5.2 Confidential Information**

Suppliers must safeguard any confidential or proprietary information received from Samchem Group. Suppliers undertake to use such information only for the intended business purposes and not to disclose to third parties without written consent.

### **5.3 Personal Data and Privacy**

Supplier shall ensure compliance with relevant data protection laws, particularly concerning employee and customer information.

## **6. Monitoring and Compliance**

Samchem reserves the right to assess a supplier's adherence to this Code through self-assessments, audits, or third-party reviews. Where non-compliance is identified, Samchem may demand corrective actions or, in serious cases, terminate the business relationship without incurring any liability thereof and without prejudice to any damages that may be claimed by Samchem.

### **SUPPLIER ACKNOWLEDGMENT**

I/We, \_\_\_\_\_, the Supplier, acknowledge receipt of the Samchem Supplier Code of Conduct and hereby confirm our acceptance and commitment to comply with its terms, including any amendments that may be made from time to time and published on Samchem's official website.

Signed for and on behalf of the Supplier,

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Name:

Designation:

Date:

Company stamp: