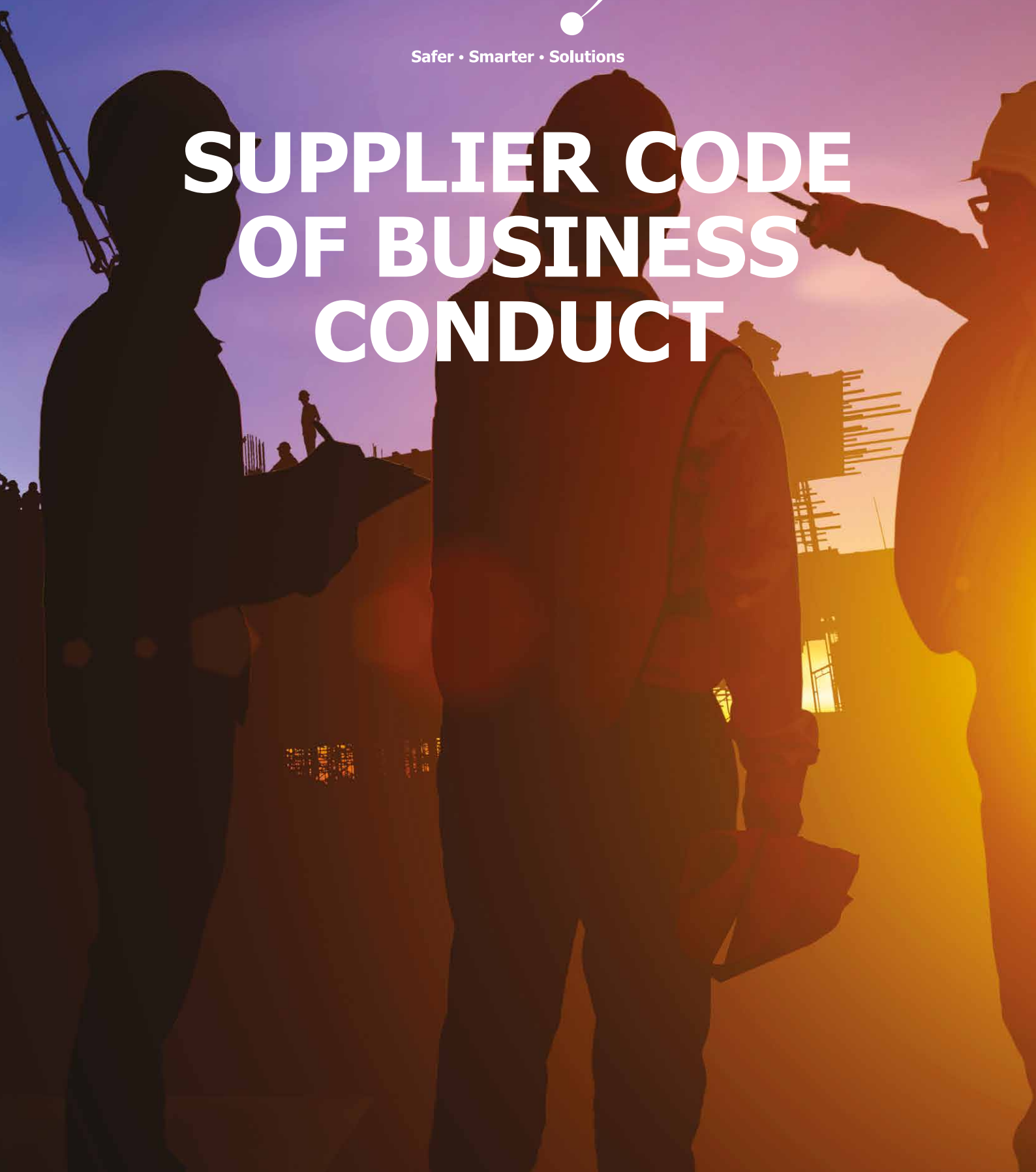




Safer • Smarter • Solutions

# SUPPLIER CODE OF BUSINESS CONDUCT





**At EnerMech we continue to see our business successfully grow. A key component to our success has been our commitment to maintaining the highest standards of business behaviour in our dealings with our colleagues, customers, suppliers, subcontractors and the communities in which we work.**

At the heart of our organisation is EnerMech's Core Values. These are important to us as a business as they define who we are, how we work, what we believe in and what we stand for. A key part of this is ensuring that our suppliers and subcontractors operate with high ethical, legal and business standards.

Our Supplier Code of Business Conduct is designed to be a practical and clear guide to the behaviour that EnerMech expects from our suppliers and subcontractors, and their people.

EnerMech ask that suppliers and subcontractors regularly monitor compliance with this code and notify the company if any issues arise or if there are any concerns regarding compliance with it. At its discretion EnerMech may monitor compliance with this Supplier Code of Business Conduct through questionnaires, information requests, site inspections and third party due diligence when required.

If a supplier or subcontractor is found to have violated this code, EnerMech may ask the supplier for further information relating to the issue and show what actions have been taken to remedy this.

Your compliance with this code will help ensure our continuing business relationship and success as businesses.

A handwritten signature in black ink that reads "Douglas H. Duguid". The signature is written in a cursive, professional style.

**Doug Duguid, CEO**

# OUR VALUES



**At EnerMech we have built our reputation on trust, integrity and honesty. We drive a culture internally and externally that incorporates transparency, responsibility and the belief that we accept nothing but the highest of standards across all our business sectors – globally.**

## **Safety**

Safety is engrained in our culture. It flows through our communication channels and is integral to every aspect of our business. We drive an incident-free workplace, engaging with our workforce to ensure they feel competent at identifying accident hazards, while also feeling empowered to speak up if they identify an unsafe act.

While we protect our people, we are also acutely aware of our responsibility to protect our communities and the environment in which we work.

## **Our People**

Our business was built on the belief that our people are what make EnerMech excellent. So, when we are thriving globally it's not just about investing in our infrastructure, service offerings and technology but by also investing and devoting time to the people we are so proud to call our employees.



**AT ENERMECH WE HAVE SEEN  
OUR BUSINESS SUCCESSFULLY  
GROW AND EXPAND INTO  
NEW TERRITORIES AND NEW  
BUSINESS LINES.**

**A key component to our success has been our commitment to maintaining the highest standards of business behaviour in our dealings with our colleagues, customers, suppliers and the communities in which we work.**

**At the heart of our organisation are EnerMech's Core Values. These are important to us as a business as they define who we are, how we work, what we believe in and what we stand for.**

**Not only must all EnerMech personnel operate to high ethical, legal and business standards wherever our business takes us, but we also expect those who we do business with to embrace similar values and standards to our own and this Supplier Code of Business Conduct sets the standard.**

# LEGAL/ EMPLOYMENT STANDARDS

**EnerMech require all suppliers to ensure that business activities are conducted according to all applicable national and international laws and regulations relating to labour practices, HSE and anti-bribery and corruption.**

**EnerMech require all of its suppliers to allow for the fundamental rights granted to workers under applicable local laws.**

This means we will not purchase products from any firm that exploits individuals. All workers should be able to work in a safe work environment free from discrimination, abuse and harassment. Workers should be paid for their work at a rate that meets the standards set by applicable local laws and should be free to leave at any point.

Suppliers must comply with the International Labour Organisation convention regarding minimum age for admission to the workplace which the International Labour Organisation has set at 15. If the applicable local law increases the minimum age for employment then this must be adhered to.



# QHSE



**EnerMech suppliers must provide workers with a safe work environment to prevent accidents or injuries and must comply with all local Health, Safety and Environmental laws.**

**Where a supplier audit highlights problems that cannot be resolved satisfactorily, the supplier may be removed from the EnerMech Approved Vendor List.**

Any supplier representative or subcontractor that comes onsite at any EnerMech facility is required to adhere to the EnerMech HSE policy at all times.

# MATERIALS



**EnerMech is committed to ensuring that the use of certain minerals does not stem from so called "Conflict Areas".**

The UN has determined that trade of certain minerals from the DRC, Angola, Burundi, Central African Republic, Congo, Rwanda, South Sudan, Tanzania, Uganda and Zambia have helped fuel war and human rights violations.

EnerMech is committed to sourcing only Conflict Free Minerals and expects the same from its suppliers.

We also comply with all applicable export control and anti-boycott laws and regulations. Any supplier providing a service to EnerMech should be able to provide proof that such laws and regulations are complied with.



# ETHICS



**EnerMech expects all suppliers to conduct its business in an ethical manner in line with all local applicable laws.**

**In particular, suppliers must refrain from offering or accepting any gifts or invitations that could be construed as bribes to further personal or business advantages.**

Kickbacks, bribes, or payment of any sort is prohibited and suppliers must abide by competition laws at all times.

Any conflict of interest or potential conflict of interest must be disclosed prior to any business relationship being conducted.

All information received through normal business conduct is to be treated with the strictest confidentiality and must not be used for personal benefit, financial or otherwise.



## WHERE CAN YOU GO FOR MORE INFORMATION?

**The Code cannot address every situation so please remember that the EnerMech Compliance Department is here to help you at all times. Please contact us if you wish to report an incident, speak about an issue that may be causing concern, or simply have questions about the Code.**

**EnerMech Compliance**  
EnerMech House  
Howes Road, Bucksburn  
Aberdeen, AB16 7AG, UK

**E:** [compliance@enermech.com](mailto:compliance@enermech.com)