

Beeline Supplier Code of Conduct

Beeline strives to be a trusted partner for our clients, Suppliers, partners, and colleagues and is committed to ethical and honest business practices and compliance with all applicable laws and regulations. Further, Beeline holds those same expectations for its contractors, consultants, suppliers, vendors, agents, and all other third-party companies that comprise Beeline's supply chain ("Suppliers").

Beeline expects all Suppliers to comply with the terms of this Beeline Supplier Code of Conduct ("Supplier Code") for the duration of the business relationship. Supplier agrees that all business conducted on behalf of Beeline shall be accomplished in full compliance with applicable laws, rules, regulations, and policies. If local laws are less restrictive than the terms of the Supplier Code, Suppliers are expected to comply with the Supplier Code. Should local laws be more restrictive than the Supplier Code, Supplier is expected to comply with applicable local laws. This Supplier Code shall not replace specific contractual requirements or terms of any agreement between Beeline and the Supplier.

◆ Labor Practices and Human Rights

Beeline is committed to the principle of equal employment and business opportunity in the workplace, and Beeline policy prohibits harassment in any form. Suppliers are expected to uphold the human rights of workers and treat employees with dignity and respect.

Suppliers will comply with all applicable non-discrimination and anti-harassment laws in hiring and employment.

Suppliers will provide safe and secure workplaces and maintain policies and practices to ensure the health and safety of their employees.

Beeline expects all Suppliers to comply with fair labor and antislavery practices that allow for freely chosen employment, which includes the prohibition of child labor, human trafficking, and slavery. Additionally, adherence to applicable wage and labor laws and standards is required.

◆ Business Practices

Beeline expects and requires Suppliers to conduct business in a responsible manner, with integrity and high ethical standards, and in compliance with all applicable laws.

Protecting confidential information and being a market leader in privacy and data security is integral to our business, our customers, and our reputation. Suppliers are expected to comply with all applicable data protection and privacy laws and will adhere to the [Beeline Privacy Principles](#).

Suppliers will not use Beeline's names, logos, or proprietary marks, or share the existence of or publicize Supplier's business relationship with Beeline, for any purpose, without Beeline's prior written consent.

Suppliers will protect all confidential and proprietary information, and reasonably prevent its misuse, theft, fraud, or improper disclosure. Suppliers must take all due care in handling, discussing, or transmitting confidential or proprietary information that could affect Beeline, its employees, its customers, the business community, or the general public.

Beeline respects intellectual property rights of others and expects its Suppliers to respect Beeline's intellectual property rights. This includes maintaining the confidentiality of trademarks, patents, copyrights, inventions, and other proprietary works. Supplier may only use such intellectual property for the purposes authorized in a contractual agreement.

Suppliers that gain access to any material, non-public information through their relationship with Beeline must not share that information with others or use it for market trading or to tip anyone else in market trading. For the purpose of this Section, nonpublic information is material information that is not available to the general public.

Suppliers are prohibited from offering, promising, authorizing, directing, paying, making, or receiving any bribes, kickbacks, or thing of value in connection with Beeline's business if the purpose or intent is to gain a business advantage. Suppliers must comply with this policy on anti-bribery and all applicable anti-bribery and anti-corruption laws. Suppliers must maintain a policy on gifts and entertainment practices. Bribes or inappropriate luxury gifts to Beeline employees are prohibited, regardless of local custom. Furthermore, Suppliers must not offer entertainment or gifts to government officials or make direct or indirect political contributions on Beeline's behalf.

Suppliers will comply with all applicable laws regarding fair competition and antitrust.

Suppliers will report to Beeline any situation that may potentially lead to a conflict of interest and disclose to Beeline if any Beeline employee or professional under contract with Beeline may have a material interest in, or economic ties to, Supplier's business.

Beeline complies with all applicable international trade laws and regulations, including U.S. trade sanctions, and all Suppliers are expected to comply with all trade and export control laws that apply to their business.

Supplier will provide a hotline, reporting tool, or other grievance mechanism for their employees to report illegal or otherwise improper conduct without retaliation.

◆ Supplier Sustainability, Diversity, Equity, and Inclusion

Beeline believes all organizations have a social responsibility to protect the environment. Suppliers are expected to comply with all applicable environmental laws and regulations and are expected to consider how business decisions affect the environment. Furthermore, Suppliers are expected to work to reduce consumption of resources, including raw materials, energy, and water.

Beeline is committed to a culture of inclusion. Suppliers will comply with all applicable diversity, equity, and inclusion (“DEI”) related laws and consider how business decisions affect diversity, equity, and inclusion in their workplace. Furthermore, Beeline encourages Suppliers to set commitments and goals to further DEI in their workplaces. Examples of these initiatives are: providing gender intelligence by offering equal rights for all employees, regardless of gender identity; encouraging cross-generational intelligence by employing people of all ages and at every work and career stage; supporting cultural and identity intelligence by empowering many voices to help gain strength from people’s differences; and, creating opportunities for differently abled people by focusing on their unique abilities and providing a work environment that considers the special needs and skills of each employee.

◆ Reporting Channel

The standards of conduct described in the Supplier Code are critical to the ongoing success of Beeline’s relationship with its Suppliers. If you have questions or concerns about compliance or ethics issues while working for Beeline or in Beeline’s supply chain, please let us know.

We expect you to report any (suspected) violation of this Supplier Code and any law or regulation, as you become aware of it. You can do so by emailing BeelineLegal@Beeline.com.

We understand that it can take courage to report an issue. Beeline does not tolerate any form of retaliation against those who raise concerns in good faith.