



# Purchasing Policy

## Ethics and Business Rules for Suppliers of HL Display

Edition: 2  
Date: 01 March 2009  
Approved: Gérard Dubuy

HL Display has defined a set of ground rules intended for managing the business relationship with its Suppliers. The ground rules are divided into 5 core groups of requirements: Human and Labor Rights, Business Ethics, Sustainable Growth, Environmental Care and Supply Chain Responsibility.

HL Display requires its Suppliers to comply with the requirements listed in this document by duly completing and signing the last page of this document.

HL Display reserves the right to perform unannounced audits, inspections and visits to suppliers in order to ensure that each supplier meets the requirements established by HL Display.

This Purchasing Policy is applicable to all suppliers of products and services to HL Display.

### Human and Labor Rights

1. The Supplier shall recognize the fundamental human and labor rights, in particular, condemn and refrain from recourse to child labor (ILO Convention No. 182) and any form of forced or compulsory labor (ILO Conventions Nos. 29 and 105).
2. The Supplier shall ensure a constructive dialogue with employees and their appointed representatives, as well as recognize the principles of freedom of association, protection of the right to organize and collective bargaining in accordance with ILO Conventions Nos. 87 and 98.
3. The Supplier shall commit to providing equal opportunities and non-discrimination by treating all employees and situations in a fair manner (ILO Convention Nos. 100, 111 and 135).
4. The Supplier shall commit to maintaining and permanently improving safe and healthy working conditions for its employees and to fighting any type of physical, sexual, or psychological harassment, abuse or intimidation.
5. The Supplier shall comply with national legislation and practice for working conditions, including working time, salary wages, overtime pay, paid leave, benefits, social security, public and annual holidays (GSCP Reference Code).

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SEB, 106 40 STOCKHOLM, SWEDEN  
  
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## Business Ethics

6. The Supplier shall comply with all relevant national and international legislation regulating foreign trade including the OECD Convention of November 1997, as incorporated into the legislation of 35 countries, as well as all other legal instruments pertaining to prohibition of bribery and economic crime in foreign trade, such as the UNO Convention signed in Merida in December 2003.
7. The Supplier shall avoid any situation that may create or appear to create a conflict between its management and/or employees personal interests and the interests of HL Display and/or its employees.
8. The Supplier shall comply with all applicable laws and regulations relating to its business activities, including anti-trust and competition laws.
9. The Supplier shall not either directly or indirectly, pay, promise to pay, authorize the payment of, or transfer, money, or anything of value, or offer any inducement in any form to any employee, representative or related persons to HL Display, to secure any advantage or benefit in relation to doing business with HL Display.
10. The Supplier shall immediately inform HL Display in the event any of its employee has or may have a relationship with any employee of HL Display outside the scope of an ethical business relationship.

## Sustainable Growth

11. The Supplier shall be fully committed to drive continuous improvements in the quality of its products, processes and people and deploying the most demanding quality management systems As a minimum, Supplier shall pursue the compliance to the ISO 9000 and ISO 14001 standards.
12. The Supplier having access to HL Display intellectual property shall preserve the intellectual property rights of HL Display and respect those of third parties. Specifically, the Supplier shall have duly signed the Non Disclosure Agreement (NDA) of HL Display.
13. The Supplier shall demonstrate a continuous effort to decrease his use of non-renewable energy, reduce water consumption and lower his carbon footprint.

## Environmental Care

14. The Supplier shall ensure compliance with the environmental laws and regulations of the countries in which he operates.
15. The Supplier shall be responsible to implement the appropriate organization to comply with the REACH requirements and to support HL Display with all required information related to the application of the REACH legislation. Specifically, the Supplier shall demonstrate compliance by duly signing HL Display "Letter of Commitment" to REACH.
16. The Supplier shall ensure the appropriate management of waste materials, continuously minimizing their impact on the Environment and seeking recycling opportunities.

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**Supply Chain Responsibility**

17. The Supplier shall be able to demonstrate full compliance to the requirements listed above. Specifically, evidence of the enforcement of strict rules to comply with the requirements shall be made available to HL Display and provided upon request.

18. The Supplier shall be responsible to flow the above requirements down to his sub-suppliers and sub-contractors and demonstrate all necessary actions have been properly deployed to comply with it.

I undersigned (*Name*) \_\_\_\_\_

Acting as (*Title*) \_\_\_\_\_

Hereby certify that:

The Company (*Name of the Supplier's Company Name*) \_\_\_\_\_  
comply with the requirements 1 to 18 as listed in the document above.

The Company (*Name of the Supplier's Company Name*) \_\_\_\_\_  
will take all necessary actions to ensure the compliance with the requirements is met at all times during the business relationship with HL Display.

The Company (*Name of the Supplier's Company Name*) \_\_\_\_\_  
will inform HL Display representative in the event one of the requirements listed in the document above is not met.

The Company (*Name of the Supplier's Company Name*) \_\_\_\_\_  
certifies the truthfulness of the passed information.

For and on behalf of \_\_\_\_\_

Printed Name \_\_\_\_\_

Date and place \_\_\_\_\_

Signature \_\_\_\_\_

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