

## **Supplier Code of Conduct**

This document is a general guide which governs general transactions of Clysar, LLC and applies to all suppliers and other third parties that do business with Clysar.

Because suppliers are independent and interactions may impact or reflect Clysar, the information provided below is important and when appropriate, can be shared with representatives within your company.

Suppliers are encouraged to familiarize themselves with this Code of Conduct to ensure successful partnerships with Clysar. As a condition for initiating and/or maintaining a supplier relationship with Clysar, Suppliers and Third Parties may be required to acknowledge their acceptance to comply with this Code of Conduct.

### **Vision and Commitment**

Clysar is committed to continuing and growing successful business partnerships with suppliers who share our reputation for honesty and integrity. Our employees adhere to the highest ethical standards and business conduct. We believe that each of us has the critical responsibility to ensure that our decisions and actions enhance the long-term performance and reputation of our company and we expect no less from our supplier and third party relationships.

Clysar welcomes inquiries from suppliers who mirror our commitment to innovation, quality management, operational excellence, safety, and social responsibility. We continuously look for new opportunities in regards to how we source products and services which maximize customer value and total cost of ownership. Our supply partners are critical to Clysar's success in delivery of the market's best polyolefin shrink film for our customers.

### **Ethics**

Suppliers must comply with the legal requirements and standards of its industry. All actions shall conform to relevant law, rules, regulations, and statutory requirements as it relates to human rights, child labor, fair and equal treatment / discrimination, harassment, disciplinary action, health and safety, and environmental.

Suppliers must conduct its business in accordance with the highest standards of ethical behavior and shall have documented policies prohibiting bribery, kickbacks, corruption and any other similar prohibited business practices.

### **Guidelines for Business Practices**

Suppliers shall disclose any situation that may appear to be a conflict of interest, and in addition, disclose to Clysar if any employee or family member from Clysar may have an interest of any kind in Supplier's business or any kind of economic ties.

Supplier shall respect and protect the intellectual property rights of others, and shall take appropriate steps to safeguard and maintain confidential and proprietary information and trade secrets of Clysar, and shall use such information only for the purposes authorized for use by Clysar.

Suppliers shall not engage in collusive bidding, price fixing, price discrimination, reciprocity, or other unfair trade practices in violation of fair competition laws or antitrust laws that may govern the jurisdictions in which it conducts business.

## **Reporting Concerns, Behavior, or Possible Violations**

Clysar has a variety of options for reporting potentially improper business practices or conduct. We encourage you to work with your Clysar contact or resource in resolving any business compliance or concern issue as appropriate. You may also choose one of the following methods which may best fit the circumstances:

- **Clysar Human Resources**

Phone: 563-259-3227

- **Procurement**

Phone: 563-259-3267

Email: [Procurement@Clysar.com](mailto:Procurement@Clysar.com)