

# Supplier Code of Conduct

Best practices

### TABLE OF CONTENTS & INTRODUCTION

1	HUMAN RIGHTS & SAFETY	_1
2	MATERIAL COMPLIANCE & ECOLOGIC RESPONSIBILITIES	
3	BUSINESS INTEGRITY & ETHICS	_2
	CONTACTS	3
	SIGNATURE	4

The principles set out in this 3D Systems SUPPLIER Code of Conduct are based on the following international conventions and standards:

- Principles of the Global Compact of the United Nations (UN)
- Guidelines for Multinational Enterprises of the Organization for Economic Cooperation and Development (OECD)
- Conventions of the International Labour Organization (ILO)
- Charter for Sustainable Development of the International Chamber of Commerce (ICC)
- > SA8000 (standard for socially responsible corporate governance)
- Dodd-Frank Act on Conflict minerals <a href="http://www.responsiblemineralsinitiative.org/about/faq/general-questions/what-are-conflict-minerals/">http://www.responsiblemineralsinitiative.org/about/faq/general-questions/what-are-conflict-minerals/</a>
- > RoHS <a href="https://eur-lex.europa.eu/legal-content/FR/TXT/?uri=CELEX%3A32011L0065">https://eur-lex.europa.eu/legal-content/FR/TXT/?uri=CELEX%3A32011L0065</a>
- > REACH <a href="https://echa.europa.eu/regulations/reach/understanding-reach">https://echa.europa.eu/regulations/reach/understanding-reach</a>
- > WEEE <a href="https://ec.europa.eu/environment/waste/weee/index en.htm">https://ec.europa.eu/environment/waste/weee/index en.htm</a>
- Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment : https://www.acquisition.gov/content/52204-25-prohibition-contracting-certain-telecommunications-and-video-surveillance-services-or-equipment
- > Toxic Substances Control Act (TSCA): <u>Summary of the Toxic Substances Control Act | US EPA</u>
- > Safe Drink Water and Toxic Enforcement Act (Proposition 65): Proposition 65 OEHHA (ca.gov)



"This SUPPLIER Code of Conduct articulates 3D Systems expectations of the conduct of SUPPLIERS and business partners doing business with 3D Systems (collectively "SUPPLIERS").

SUPPLIERS are expected to understand and act consistent with 3D Systems' approach to integrity, responsible sourcing, and supply chain management. 3D Systems expects that its SUPPLIERS will cascade similar expectations through their own supply chains.

3D Systems chooses its SUPPLIERS carefully, and expects that they will satisfy contractual requirements, comply with laws, regulations, and act in a way consistent with the principles and values of our 3D Systems Code Of Conduct."

### 1 HUMAN RIGHTS & SAFETY

#### **Forced Labor**

SUPPLIERs will not use slave, prisoner or any other form of forced or involuntary labor. SUPPLIERs must take reasonable measures to ensure that all of their employees understand the terms of their employment.

#### **Child Labor**

SUPPLIERs will not use child labor. 3D Systems has a zero-tolerance policy regarding the employment of children where the age of employment is not in accordance with applicable laws.

#### **Human Trafficking**

SUPPLIERs will not engage, directly or indirectly, in human trafficking. 3D Systems prohibits human trafficking abuses.

#### **Conditions of Employment**

SUPPLIERs will comply with applicable laws regulating work hours, wages and benefits. SUPPLIERs should make every effort to pay its employees in a timely fashion that meets or exceeds legal minimum standards.

#### **Labor Brokers**

If necessary for a SUPPLIER to use a labor broker, the SUPPLIER will ensure the broker employs ethical recruitment practices, complies with applicable laws, and does not withhold identity documents.

#### **Harassment & Discrimination**

SUPPLIERs will not discriminate on the basis of gender, color, race, national origin, religion, sexual orientation, age, veteran status, disability or gender identity. Harassment or discrimination of any kind will not be tolerated.

#### **Freedom of Association and Collective Bargaining**

SUPPLIERs will comply with applicable laws that recognize and respect the rights of employees to freedom of association and collective bargaining.

#### **Workplace Health & Safety**

SUPPLIERs will provide clean, healthy and safe environments for their employees that meet or exceed legal standards. SUPPLIERs will have safety procedures for their employees and tracking tools that drive to a goal of zero workplace safety incidents.

## 2 MATERIAL COMPLIANCE & ECOLOGIC RESPONSIBILITIES

#### **Environmental legislation**

3D Systems expects its SUPPLIERs to comply with applicable national environmental laws.

#### Prevention and reduction of environmental pollution

3D Systems expects its SUPPLIERs to reduce emissions in the production process, control harmful emissions and process them as far as possible prior to their release into the environment. Whenever possible, waste should be avoided or recycled.

#### Responsible procurement of raw materials

As required by applicable local or international law, 3D Systems' SUPPLIERs shall comply the lawful and ethical procurement of raw materials. In order to exclude the use of raw materials affected by embargoes or other import restrictions. SUPPLIERs may be required to disclose the origin and sources of the raw materials used. Raw materials including but not limited to Conflict Minerals, shall be identified in the manufactured products produced by the SUPPLIER and purchased by 3D Systems.

#### **Avoidance of hazardous substances**

Any substances whose release poses a threat to humans and the environment are to be avoided. 3D Systems' SUPPLIERs shall comply to local law in maintaining a hazardous materials management system, which ensures the safe use, transport, storage, reprocessing, recycling and disposal.

#### **Environmentally friendly products**

All 3D Systems SUPPLIERs must actively inform 3DS in case of parts that do not meet the certification, including but not limited to European laws such as the latest revision of REACH or RoHS directives. Upon request, SUPPLIERs have to provide proof of compliance as requirement of 3D Systems. Materials or purchased parts that do not meet the then-current regulatory compliance are to be substituted by the SUPPLIER with the consent of 3D Systems.

#### Confidentiality

Confidential Information may be exchanged between 3D Systems and SUPPLIER during the performance or fulfillment of business. SUPPLIER shall make reasonable commercial efforts to obtain 3D Systems' consent prior to sharing any confidential information with suppliers' sub-SUPPLIERs. SUPPLIER shall have provisions in place with any such sub-SUPPLIER to which it provides confidential information no less stringent provisions than those set forth between 3D Systems and SUPPLIER.

#### Anti-Corruption/Anti-Bribery

3D Systems will not tolerate those SUPPLIERs that engage in corruption, bribery, embezzlement or fraud in any form. This includes giving or receiving anything of value, including money, gifts or unlawful incentives to improperly influence negotiations or any other dealings with governments and government officials, customers, or any other third parties.

#### **Ethical Behavior**

SUPPLIERs will avoid conflicts of interest and operate honestly and ethically throughout the supply chain and in accordance with applicable law, including those laws pertaining to: anti-competitive business practices, protection of intellectual property, trademarks, company and personal data, export controls and economic sanctions.

#### **Trademarks**

3D Systems shall have the right to market products under its own trademark, trade name or product designation. 3D Systems shall not use any trademark or trade names of SUPPLIER without first obtaining supplier's written permission. Both Parties recognize the validity of the other's trademarks, trade names, patents and copyrights and acknowledge that the same are the property of the other Party.

#### Stakeholder Engagement

3D Systems SUPPLIERs will provide these written or substantially similar SUPPLIER Code of Conduct guidance to SUPPLIERs and subcontractors. SUPPLIERs will continuously improve on its sustainability and stakeholder engagement. 3D Systems encourages SUPPLIERs to work closely with local communities to implement projects and strategies that improve the wellbeing of the community. SUPPLIERs will develop and implement appropriate internal business processes and policies to ensure compliance with applicable law and to this SUPPLIER Code of Conduct. SUPPLIERs will be able to demonstrate compliance with this Code upon 3D Systems' request, and will take action to correct any noncompliance.

#### **Reporting Integrity Concerns to 3D Systems**

Subject to any restriction posed by law, SUPPLIERs will promptly inform 3D Systems of any concern related to issues governed by this SUPPLIER Code of Conduct. 3D Systems policy prohibits retaliation against any person reporting such a concern. To report a concern, SUPPLIERs can always speak directly to their 3D Systems Global Purchasing and Supply Chain representative.

#### **Export Control**

SUPPLIER will not send 3D Systems any export controlled information or materials without first (i) notifying 3D Systems in writing as to the applicable export controls or regulations and (ii) receiving 3D Systems' written confirmation to send such information or materials to 3D Systems.



#### Plastics Hardware Josiah Cody

Procurement Engineer

3D Systems, 700 Marine Drive, Rock Hill, SC 29730, USA

Email: Josiah.Cody@3DSystem.com

#### **Metals Hardware & Materials**

**Peter Moens** 

Director of Procurement, EMEA

Grauwmeer 14

3001 Leuven BELGIUM

Email: Peter.Moens@3DSystems.com

#### **Plastics Materials**

**Lalith Aponso** 

Ph.D. | Material Compliance Engineer

26600 SW Parkway Ave., Wilsonville, OR 97070, USA

Email: <u>Lalith.Aponso@3dsystems.com</u>

#### **Regulatory Compliance**

#### **Wendy Oettinger**

Regulatory Environmental Compliance Engineer 3D Systems, 700 Marine Drive, Rock Hill, SC 29730, USA

Email: Procurement.Compliance.US@3DSystems.com



Supplier:

By signing and returning this Supplier Code of Conduct, SUPPLIER acknowledges and agrees to the foregoing principles:

Name :		
Position :		
Date :		
Signature :		



**3D Systems, Inc.** 333 Three D Systems Circle Rock Hill, SC 29730 www.3dsystems.com

#### **Register Statement**

© 2019 by 3D Systems, Inc. All rights reserved. Specifications subject to change without notice. 3D Systems and the 3D Systems logo are registered trademarks of 3D Systems, Inc.