

# Agilent Supplier Code of Conduct

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## Agilent At a Glance

Agilent is a global leader in life sciences, diagnostics and applied chemical markets, recognized for uncompromising integrity in all we do. Our mission is to advance quality of life by focusing our expertise in six key markets. With a team of approximately 18,000 employees spread across the world, our global footprint includes sales offices, logistics centers and business facilities in three major geographies. Our worldwide capabilities enable us to deliver high-quality solutions to our valued customers in **110 countries**. Whether we are working to keep food supplies safe, improve the quality of air, water and soil, or fight cancer with more precise diagnoses and targeted treatments, we share a passion and commitment to helping people around the world.

### Our Promise

To deliver trusted answer to our customers' critical questions and challenges – helping them achieve superior outcomes in their laboratories, clinics, organizations and the world they seek to improve.

### Our Core Values

Our values form the foundation of how we work with customers, suppliers and competitors. Ethical behavior, honesty and adherence to laws are the hallmarks of how we operate. This is an absolute at Agilent; there is no room for compromise.

- **Uncompromising Integrity** - We adhere to the highest standards
- **Trust** - We invest in authentic relationships
- **Respect** - We treat others as they want to be treated
- **Teamwork** - We act as one team
- **Focus** - We prioritize what matters most for Agilent
- **Accountability** - We empower ownership of our work and results
- **Speaking Up** - We communicate with candor and listen closely
- **Innovation** - We seek better solutions in all we do

## Standards of Business Conduct

Throughout our history as a company, we have seen dramatic changes in technology, in the economic climate and in our industry, but our commitment to a basic set of values has remained the same. Our Standards of Business Conduct (SBC) helps us stay true to our values by providing the information, guidance and resources needed to operate with honesty and integrity and in compliance with the laws and regulations everywhere we do business. Agilent strives to conduct its affairs in strict compliance with applicable laws, and we expect the same commitment from all our suppliers. We adhere to the highest standards of business ethics and acknowledge anything less as unacceptable.

- We obey all laws in the country of manufacture or sale relating to equal employment opportunity, affirmative action, supplier diversity, environmental and safety regulations as well as other national policies.
- Zero tolerance for any action or implication of reciprocity either by Agilent or a supplier.
- Conflicts of interest are to be avoided. This can occur if an employee or a family member holds a financial interest in, or exercises control or influence over, an Agilent supplier, customer, reseller or competitor.

- Any use of Agilent's name or trademarks by any other entity in a way that suggests that Agilent has an affiliation with or is endorsing that entity requires an appropriate written license from Agilent.
- Agilent believes in a thriving marketplace with free, fair and open competition. We deal fairly with our customers, suppliers, resellers and competitors and sell our products and services on the basis of quality and merit.
- Agilent does not tolerate bribery in any form, whether dealing with government officials or representatives of non-government commercial organizations.
- Agilent conducts business with integrity and make sound business judgments on Agilent's behalf, free of any influence that could affect our decision-making.
- Agilent's harassment-free workplace policy extends to our suppliers, customers and anyone who does business with us and applies in both work-related settings and work-sponsored activities.
- Agilent has zero-tolerance for actions that threaten or have the potential to threaten the safety of our employees, customers, suppliers or others in our workplace.

Agilent employees and suppliers should contact the [Agilent Compliance Helpline](#) if they suspect any violations.

## Supply Chain at a Glance

Agilent's supply chain teams are chartered to provide optimal value-added sourcing and procurement services that are legal, accountable and auditable, ethical, provide the best quality, are environmentally and socially responsible, economically effective and meet all regulatory requirements along with ISO compliance.

Agilent will avoid procurement decisions that could appear to be based on personal favoritism or other factors unrelated to Agilent's best interests. Decisions will reflect our best judgment based on a supplier's technology, quality, responsiveness and delivery capabilities as well as cost. The supplier's financial stability, environmental performance, responsible sourcing, diversity and track record are other factors that will be considered. In the U.S., we actively seek out qualified small and diverse suppliers, such as minority-owned, veteran-owned, women-owned, disadvantaged businesses, and LGBTQ+ suppliers among others, as defined in Agilent's Supplier Diversity Program.

## Agilent Suppliers

Agilent's relationships with suppliers are of great strategic importance. Common sense, good judgement, and the highest standards of integrity are what we use in working with suppliers. Agilent expects its suppliers to act with uncompromising integrity and follow all appropriate global and regional laws and regulations. This also includes all Agilent policies and programs that are aligned to these requirements.

Laws are changing around the world. To meet these requirements, suppliers are expected to maintain governance and management systems to facilitate their compliance program. Suppliers shall have documentation necessary to demonstrate conformance. Mechanisms should also be in place to determine and manage risks in all areas outlined in this document along with their own code of conduct. Suppliers shall also have the appropriate systems in place to conduct due diligence with their own suppliers. Any risks identified need to be reported to Agilent right away in writing. Suppliers shall implement the appropriate business continuity plans for any operations supporting Agilent. Working together we can achieve strong working relationships and meet compliance requirements.

The next few pages contain information regarding our supplier requirements and expectations in key areas aligned with many worldwide regulations and social responsibilities. We expect our suppliers to align to these requirements and expectations.

## Supplier Requirements

### Quality

Agilent is committed to the delivery of high-quality, safe and reliable products, so we take steps to ensure we consistently meet or exceed the standards set forth in our [Quality Policy](#) as well as applicable global quality manufacturing standards.

At Agilent, we know that our customers depend not only on our leading-edge technologies, but also on the superior quality that underlies all our products, services and support. That's why we ensure, through our Quality Management System (QMS) of processes, that our products and services are delivered to the level and quality our customers expect. One of Agilent's commitments to quality is to ensure that we establish quality requirements for suppliers, partners and contractors and hold them accountable to comply.

- Suppliers shall have a documented quality management system in place that is aligned to ISO 9001 or similar standard.

### Environment and Sustainability

Agilent strives to conduct business in an environmentally responsible manner. We are committed to be compliant with all applicable laws, regulations and polices as they relate to protecting the environment, conserving energy and natural resources, and reducing the environmental impact of our operations around the world. This commitment is consistent with our corporate objectives, our [Environmental, Health and Safety Policy](#) and is essential to continued business success.

Agilent informs suppliers and contractors of its environmental requirements and asks them to align their practices to our expectations<sup>i</sup>. Suppliers must comply with all applicable local environmental laws and regulations.

Agilent has been committed to sustainability and environmental protection since its founding. The company has aligned its objectives with the United Nations Sustainable Development Goals<sup>ii</sup> and Science Based Targets Initiative (SBTi). Agilent has committed to achieve net-zero greenhouse gas emissions no later than 2050. To ensure the company achieves its net-zero goals, Agilent is committed to interim greenhouse gas reduction targets. By 2030, Agilent will reduce absolute Scope 1 and 2 emissions by 50%, and Scope 3 emissions by at least 30% from a base year of 2019. Both net-zero and interim target commitments have been validated and approved by the Science Based Targets Initiative (SBTi), a global body whose goal is to enable businesses to set ambitious emissions reductions targets in line with the latest climate science. It is focused on accelerating companies across the world to halve emissions before 2030 and achieve net-zero emissions before 2050.

Partnering with our suppliers to achieve our Scope 3 emissions reduction targets is critical to this success.

- Suppliers shall have a documented Environmental Management System or program in place that is aligned to ISO 14001 or similar.
- Agilent expects suppliers to conserve natural resources by reducing water-use, energy consumption, greenhouse gas emissions, and by managing/minimizing waste.

- Agilent expects suppliers to adopt practices aligned with net zero greenhouse gas emissions, disclose their data and show their progress. Suppliers must have decarbonization goals/targets set by 2025.
- Suppliers are expected to report sustainability related progress aligned to UN Sustainable Development Goals (UN SDG) utilizing voluntary platforms such as S & P Global Corporate Sustainability Assessment, EcoVadis, Environmental, Social, and Governance (ESG) report, Carbon Disclosure Project (CDP) or similar.

Click [here](#) to learn more about Agilent's commitment to net-zero and how we will partner with our suppliers to mutually achieve decarbonization goals.

## Health and Safety

Agilent is committed to providing a healthy and safe work environment and processes that enable our people to work injury and illness free while acting in an environmentally responsible manner. To meet [Environmental, Health and Safety Policy](#) & regulatory requirement, Agilent informs suppliers and contractors of Agilent's health and safety principles and asks them to align their practices to our expectations. Suppliers need to comply with all applicable health & safety laws and regulations.

- Suppliers and contractors shall adopt practices aligned with Agilent's environmental, health and safety principles and have a documented Health and Safety Management System or program that is aligned to ISO 45001 or similar.

## Human Rights & Employment Practices

Agilent's core values and culture reflect a commitment to ethical business practices and good corporate citizenship wherever we operate in the world. As a company, we acknowledge and respect the fundamental principles contained in the Universal Declaration of Human Rights<sup>iii</sup>, and our policies and practices reflect our commitment to promote human rights within the company's sphere of influence.

We source components and assemblies for our products from suppliers in different countries around the world, each with its own laws and regulations. We are committed to respecting human rights throughout our global supply chain and do not knowingly conduct business with any individual or company that participates in the exploitation of children (including child labor), physical punishment, forced labor or human trafficking.

- Suppliers shall comply with all applicable labor laws<sup>iv</sup>, rules, and regulations, including but not limited to, all laws forbidding the solicitation, facilitation, or any other use of slavery, child labor<sup>v</sup> or human trafficking.
- Suppliers are expected to have a human rights policy, procedures or practices that align or exceed the current laws and regulations. (Please see [Agilent's Supplier Website](#) for more information).

## Anti-Corruption & Bribery

Agilent is committed to conducting its business activities in accordance with all applicable laws and regulations that prohibit bribery or corruption. We do not tolerate bribery in any form. Agilent has aligned its procedures and practices to comply with the following requirements and expects its suppliers to follow the appropriate laws and regulations.

- Agilent suppliers are expected to comply with all applicable (global and local) anti-corruption laws, rules, and regulations, including the U.S. Foreign Corrupt Practices Act<sup>vi</sup>, the UK Bribery Act<sup>vii</sup> and those enacted under the OECD Convention on Combating Bribery of Foreign Public Officials<sup>viii</sup> in International Business Transactions. Policies and procedures should be in place to ensure compliance.

## Regulatory

### Responsible Minerals

Agilent supports the goal of ending violence, human rights violations and environmental devastation in the Covered Countries. We are committed to complying with all requirements applicable to our Company under the Conflict Minerals Rule. We are also committed to sourcing components and materials from organizations that share our values around human rights, ethics and environmental responsibility. Agilent's suppliers should understand and abide by these requirements and ensure they provide materials to Agilent that are "DRC (Democratic Republic of Congo) Conflict Free". Agilent complies with US - Dodd-Frank Act<sup>ix</sup> known as the "Conflict Minerals Rule".

- Agilent expects suppliers to supply materials to Agilent that are "DRC Conflict-Free" and to adopt policies and management systems with respect to conflict minerals to ensure Conflict-Free supply chains. Agilent will routinely request your companies Conflict Minerals Reporting Template (CMRT) and expect a completed version be provided upon request.

### RoHS

Agilent products are designed for global compliance and meet worldwide RoHS requirements<sup>x</sup>. In order to ensure compliance of our products, Agilent requires full declaration of any restricted or banned substances in any parts supplied to Agilent, including the use of any exemptions or derogations. Agilent requires all supplied parts to be compliant with all current EU RoHS, China RoHS, UAE RoHS and Saudi Arabia RoHS requirements.

- Agilent requires suppliers to fully disclose, the use of any hazardous substance above the RoHS permitted limited and the use of any EU RoHS Annex III or Annex IV exemptions for each part supplied to Agilent. Reporting shall be in accordance with Agilent's [Materials Declaration Requirements](#).

### REACH

Agilent supports restriction of chemicals and the substitution of unnecessary hazardous chemicals and strives to eliminate all use of Substances of Very High Concern (SVHC) if possible or otherwise communicate the presence of SVHC in our supply chains.

- Agilent expects all parts and chemicals supplied to Agilent to be free of any substances listed in Annex XIV or EU REACH. Agilent requires notification of any supplied products not meeting this requirement.
- Agilent requires all products containing any substances listed in EU REACH Annex XVII to be compliant to the condition of restrictions. Agilent requires notification of any products supplied to Agilent containing any of these substances.
- Agilent requires suppliers to fully disclose any products containing substances of very high concern (SVHC) listed in the Appendices of REACH also available at: <https://echa.europa.eu/candidate-list-table> present in any article above 0.1% (w/w) of each part we are supplied.

Suppliers should be aware that REACH is usually updated every 6 months and must refer to the latest issued version. Reporting of the presence of any REACH substances must be done to [gse\\_inquiry@agilent.com](mailto:gse_inquiry@agilent.com) in accordance with [Agilent's General Specification for the Environment](#).

## Toxic Substances Control Act (TSCA) PBT Substances

As required under the Toxic Substances Control Act (TSCA), the US Environmental Protection Agency (EPA) issued rules to reduce exposures to certain chemicals that are persistent, bioaccumulative and toxic (PBT). These chemicals build up in the environment over time and may result in potential risk to exposed populations. The rules limit or prohibit the manufacture (including import), processing, and/or distribution in commerce (including within articles) of these PBT chemicals.

- Agilent requires suppliers to follow “Regulation of Persistent, Bioaccumulative, and Toxic Chemicals Under TSCA Section 6(h)” and any substances, including those substances with published restriction dates in the future, present in products supplied to Agilent above the regulated concentration limits must be reported to [gse\\_inquiry@agilent.com](mailto:gse_inquiry@agilent.com).

## California Proposition 65

California requires manufactures placing products on the California market to provide a clear and reasonable warning to any user that might be exposed to any products listed in the Proposition 65 Chemicals List.

- Agilent requires suppliers to report to Agilent any parts supplied containing any chemicals listed in the Proposition 65 Chemical List. This information must be reported to [gse\\_inquiry@agilent.com](mailto:gse_inquiry@agilent.com).

## Supply Chain Security

### Trade Compliance

Agilent is a US based company and is required to comply with US Trade sanctions and export control laws including indirectly through its suppliers. Agilent also complies with import and export laws governing international transactions in each country it does business, and therefore requires its suppliers to ensure compliance as well.

- Agilent expects suppliers to follow all applicable international import and export regulations. Suppliers need to provide Agilent accurate information on raw material and component sourcing as required. They also must provide accurate information on country of origin, tariff codes, export classification, and regulatory registration requirements upon request.

### Customs Security

Agilent supports the work done by the World Customs Organization (WCO)<sup>xii</sup> and the Customs-Trade Partnership Against Terrorism (CTPAT)<sup>xiii</sup> to improve security of our supply chains and logistics systems. As a strong advocate of the CTPAT program, Agilent’s goals are to enhance and maintain effective security processes throughout the global supply chain, and to ensure the timely delivery of all incoming cargo. Agilent urges its suppliers to join their appropriate program. US suppliers are urged to join CTPAT. In addition, US Customs expects non-US suppliers to implement appropriate security measures within their own supply chains.

- Agilent expects suppliers to have programs in place to secure trade along their supply chains. These program should be equivalent to CTPAT US or AEO (World Customs Organization) programs.
- Agilent also expects each of its suppliers of goods or services to notify their plants, offices, and subsidiaries of the CTPAT / AEO programs and of Agilent’s participation.

## Privacy & IT Security

### Privacy

At Agilent, we recognize the importance of data protection and privacy. We are committed to acting in accord with our values, particularly those of *Uncompromising Integrity* and *Accountability*, in handling personal data and being a responsible data steward in this digital and global business environment. We expect the same of our suppliers.

Global privacy laws require Agilent to execute a Data Processing Agreement (DPA) with any supplier that processes personal data on behalf of Agilent. The DPA must include, where applicable, special contractual provisions to allow personal data to be transferred outside of the originating jurisdiction (e.g. transfers of EU and UK personal data require adherence to Standard Contractual Clauses incorporated by reference in any applicable DPA).

Agilent has a global principles-based cross-functional program in place to address data protection and privacy, including a global Data Protection Impact Assessment process to conduct due diligence of new or changed uses of personal data where new suppliers are engaged that will handle personal data on behalf of Agilent.

- Agilent expects suppliers to follow all applicable data protection and privacy laws worldwide and to have the appropriate policies and procedures in place for their suppliers, to ensure all personal data processed for Agilent is done so securely and in compliance with applicable laws.
- Suppliers shall also have DPAs in place with any of their suppliers that have access to, or otherwise process personal data, in delivering services to Agilent.

For additional information regarding Agilent's Data Protection and Privacy Program please visit [here](#). For full details of how Agilent protects personal data please view our [privacy statement](#)

### IT Security

Management of information is important to Agilent. Agilent has policies and standard operating procedures in place to maintain information confidentiality, security, integrity and availability. These procedures include organizational requirements of acceptable use and apply to Agilent employees and non-employees. The requirements are also applicable to all information and information processing facilities that are accessed, processed, and communicated to or managed by external or third parties and must be protected from any misuse and unauthorized activity.

- Agilent expects suppliers to have policies and procedures in place that are aligned to these requirements including any additional local or regional requirements.

## Endnotes

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- <sup>i</sup> Direct material suppliers shall comply with Agilent's general requirements for restricting or prohibiting certain substances in products manufactured for or delivered to Agilent per Agilent General Specification for the Environment (GSE), Drawing A-5951-1745-1, as well as any additional and applicable material content regulations.
- <sup>ii</sup> These 17 global goals were announced in 2015 and are intended as a blueprint for a better and more sustainable future for all. The Sustainable Development Goals are a call for action by all countries – poor, rich and middle-income – to promote prosperity while protecting the planet. They recognize that ending poverty must go hand-in-hand with strategies that build economic growth and address a range of social needs including education, health, social protection, and job opportunities, while tackling climate change and environmental protection. More details on UNSDG are available at <https://www.un.org/sustainabledevelopment/>
- <sup>iii</sup> Agilent acknowledges and respects the fundamental principles contained in the Universal Declaration of Human Rights. We require suppliers to abide by the bans on forced or compulsory labor set forth in Article 2 in the Forced Labour Convention 29 and Article 1 in the Abolition of Forced Labour Convention 105 of the International Labour Organization.
- <sup>iv</sup> Suppliers shall comply with all applicable Equal Opportunity laws and accompanying regulations: Executive Order 11246, as amended, (and its implementing regulations at 41 C.F.R. part 60); The Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended (and its implementing regulations at 41 C.F.R. 60-300); and Section 503 of the Rehabilitation Act of 1973, as amended (and its implementing regulations at 41 C.F.R. 60-741); and, Executive Order 13496 (and its implementing regulations at 29 C.F.R. part 471, Appendix A to Subpart A).
- <sup>v</sup> Suppliers shall not employ under-age labor as described in Minimum Age Convention 138 and Worst Forms of Child Labour Convention 182 of the International Labour Organization.
- <sup>vi</sup> Agilent supports the Foreign Corrupt Practices Act of 1977 (FCPA) is a United States federal law known primarily for two of its main provisions: one that addresses accounting transparency requirements under the Securities Exchange Act of 1934 and another concerning bribery of foreign officials. The core aim of the Foreign Corrupt Practices Act (FCPA) is to prohibit companies and their individual officers from influencing foreign officials with any personal payments or rewards.
- <sup>vii</sup> The Bribery Act 2010 (c.23) is an Act of the Parliament of the United Kingdom that covers the criminal law relating to bribery. The Act repeals all previous statutory and common law provisions in relation to bribery, instead replacing them with the crimes of bribery, being bribed, the bribery of foreign public officials, and the failure of a commercial organization to prevent bribery on its behalf.
- <sup>viii</sup> The OECD Anti-Bribery Convention (officially Convention on Combating Bribery of Foreign Public Officials in International Business Transactions) is an anti-corruption convention of the OECD aimed at reducing political corruption and corporate crime in developing countries, by encouraging sanctions against bribery in international business transactions carried out by companies based in the Convention member countries. Its goal is to create a truly level playing field in today's international business environment. The Convention requires adherents to criminalize acts of offering or giving bribe, but not of soliciting or receiving bribes.
- <sup>ix</sup> US - Dodd-Frank Act known as the "Conflict Minerals Rule," requires publicly traded companies to report annually the presence of conflict minerals in manufactured products. Conflict minerals are defined as tin, tungsten, tantalum and gold ("3TG") originating in the Democratic Republic of the Congo ("DRC") or adjoining countries ("Covered Countries"). Many other countries have adopted similar rules.
- <sup>x</sup> World-wide RoHS requirements such as:
- The European Union (EU) Restriction of Hazardous Substances (RoHS). The majority of Agilent products are classified within the EU RoHS Directive category list as Industrial Monitoring and Control Equipment (category 9), and a limited number of Agilent products are classified as In vitro Diagnostic Medical Devices (category 8).
  - UAE RoHS - Restrictions on the Use of Hazardous Materials in Electronic and Electrical Devices Control Scheme, Regulation No. 10, of 2017
  - China RoHS 2 Administrative Measures on the Restriction of the Use of Hazardous Substances in Electrical and Electronic Products
  - Saudi Arabia Technical Regulation for Restriction of Hazardous Substances in Electrical and Electronic Equipment
- <sup>xi</sup> The WCO (World Customs Organization) is the governing body for most countries with regard to customs issues. The WCO has developed a framework of standards to secure trade along the supply line, using the acronym SAFE. Countries are evaluated by the WCO to measure their level of adherence to safe standards, recordkeeping, and proper inspections of goods along the supply chain. Entities that the WCO has evaluated and deemed capable of safely and securely dealing in the international movement of goods are given the designation AEO, (Authorized Economic Operator). The list of WCO

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member countries that have instituted AEO programs is lengthy and includes the US, China, Canada, Israel, Mexico, India, many Central and South American countries, and several African nations.

<sup>xii</sup> Many countries set up their own programs and develop their own standards for brokers, distributors, manufacturers, importers, and exporters to follow when conducting international trade matters. The US runs its own program under the title C-TPAT (the Customs-Trade Partnership Against Terrorism), while the EU has its own AEO program. Mexico's program for safe trade goes under the acronym NEEC.

Learn more:

<https://www.agilent.com/supplier>

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