

# Code of Business Conduct for Suppliers



**The IGM Resins Code of Business Conduct establishes the values and ethics for supplier conduct when doing business with IGM. IGM is dedicated to these values and ethics and we expect our suppliers to be as well.**

## Compliance

IGM Resins is committed to the UN Universal Declaration of Human Rights and the International Labor Organization (ILO) Conventions. The IGM Supplier Code of Conduct supports the spirit and letter of those documents. Suppliers will comply with this Code in all aspects of their operations and encourage their suppliers to do so as well. IGM expects suppliers to develop and implement processes and procedures to enable compliance with the Code.

IGM reserves the right to evaluate and monitor suppliers' compliance with this Code. Suppliers are expected to cooperate with IGM to take corrective action for any noncompliance or they may not be considered for future business.

## Labor

*Permit Freedom of association and collective bargaining.* Suppliers will honor employees' right to free association and their lawful right to join, not join, or form a union within the laws of the countries where they work.

*Forced labor.* The use of involuntary prison labor, bonded, or indentured labor is forbidden.

*Child labor.* Suppliers shall comply with all local child labor laws and regulations, including legitimate apprenticeship programs.

*Discrimination.* Suppliers can not discriminate in hiring and employment on the basis of race, color, gender, sexual orientation, age, physical ability, health condition, nationality, social or ethnic origin, union membership, or marital status.

*Working hours.* Working hours must comply with all local laws, statutes, and regulations and not exceed 60 hours per week.

*Compensation.* Suppliers shall comply with all local wage and hour laws and regulations.

## Human Rights

*Human rights.* Suppliers will support internationally proclaimed human rights.

*Harassment, harsh or inhumane treatment.* All employees will be treated with respect and dignity.

*Health and safety.* Suppliers will comply with all local laws, regulations, and directives in the country in which they operate to ensure employee safety and health.

*Prevention of chemical exposure.* Suppliers will provide employees with the appropriate personal protective equipment and eliminate their exposure to hazardous chemicals wherever possible.

## Environment

*Environmental.* Suppliers are expected to institute an effective environmental program which enables compliance with local regulations.

*Chemical and hazardous materials.* Hazardous materials are to be identified and handled safely to avoid release into the environment. They are to be stored, moved, recycled, and disposed of responsibly.

*Wastewater and solid waste.* Prior to discharge or disposal, materials must be identified, controlled, and treated to minimize negative impact on people and the environment.

*Air emissions.* Prior to discharge, by-products generated from production are to be identified, controlled, and treated as required by local regulation.

*Minimize waste, maximize recycling.* Wherever practical, waste is to be eliminated or minimized through production changes, maintenance and operations, conservation, and recycling.

## Ethics and Legal Requirements

*Corruption.* Suppliers are expected to be free of any form of corrupt practice such as extortion, bribery, or fraud.

*Conflict of interest.* All appearances or actual conflicts of interest are to be reported to IGM.

*Gifts and hospitality.* Suppliers are required not to offer or provide any benefit to an IGM employee such as free goods or services, or employment in order to assist supplier business with IGM.

*Fair competition.* Suppliers must not violate any applicable laws regarding unfair competition or antitrust.

*Accurate accounting and business records.* Suppliers must truthfully disclose information about their business practices, financial situation, and performance in accordance with local laws and regulations as well as prevailing business practices.

*Protect information.* Suppliers must safeguard customer intellectual property and information.

## Reporting Misconduct

Suppliers who believe that anyone has acted in contradiction to this code should report the incident to IGM as soon as practical.

By mail at the below address or by email:

[BusinessEthics@igmresins.com](mailto:BusinessEthics@igmresins.com)