



**ARCONIC**

# Supplier Standards



Arconic's commitment is to deliver sustainable value to our customers, employees, communities and stakeholders. Our guiding values which can be found on [Arconic.com](http://Arconic.com) are:

**Act with Integrity.**

We lead with respect, honesty, transparency and accountability.

**Safeguard our Future.**

We protect and improve the health and safety of our employees, communities and environment.

**Grow Stronger Together.**

We cultivate an inclusive and diverse culture that advocates for equity.

**Earn Customer Loyalty.**

We build customer partnerships through best-in-class products and service.

**Drive Operational Excellence.**

We pursue continuous improvement through innovation, agility, people development and collaboration.

**Create Value.**

We achieve success by generating and growing value for our stakeholders.

Although we recognize that there are different legal and cultural environments in which our Suppliers operate, our commitment to our Values does not change. Additional information on Arconic's Values including our [Code of Conduct](#), Sustainability, Supplier Sustainability, and Ethics and Compliance Programs, please visit [www.arconic.com](http://www.arconic.com).

We select suppliers, vendors, contractors, consultants, partners and others with whom we do business (collectively "Suppliers") who align with our Values and the principles outlined herein. These Supplier Standards provide clarity to our Suppliers regarding our expectations, and it is the Supplier's responsibility to ensure that their employees, representatives, sub-suppliers, and subcontractors understand and abide by these Values and principles as well.

- Our Suppliers **comply with all applicable laws and regulations and international standards** that embody our Values and these principles, including:
  - those related to **anti-corruption** (such as the United States Foreign Corrupt Practices Act and the United Kingdom Bribery Act). This includes:
    - Suppliers providing Arconic with its policy prohibiting bribery and corruption, including kickbacks and money laundering. If a Supplier does not have such a

policy, Supplier will comply with Arconic's **Anti-Corruption Policy** as published at <https://www.arconic.com/ru/anti-corruption-policy>

- Not engaging in promising, offering, authorizing, giving or accepting anything of value, either directly or indirectly through a third party, in order to obtain or retain business, direct business to any person, direct the hiring of any person or otherwise gain an improper advantage.
  - Not providing any gift, hospitalities, or travel to an Arconic employee that violates Arconic's Anti-Corruption Policy or might appear to influence an Arconic employee's decisions regarding the Supplier
- those related to the **environment**, including:
    - the handling of waste from operations in accordance with applicable laws and regulations
    - choosing energy-efficient processes and products where available.
    - implementing available systems to reduce or eliminate waste of all types, including conservation measures and recycling, re-using, or substituting materials
    - actively participating in the management of environmental risks, identifying hazards, evaluating risks posed by them, and implementing solutions
    - facilitating our environmental and sustainability goals while achieving greater cost efficiencies
    - encouraging community engagement to help foster social and economic development and to contribute to the sustainability of the communities in which they operate.
    - maintaining compliance with laws related to protecting the environment
  - those related to **health and safety**, including:
    - operating a safe and healthy work environment for all employees, including a substance-free and weapon-free workplace
    - maintaining compliance with laws related to health and safety in the workplace.
  - those related to **human rights** as stated in our **Human Rights Policy**, including:
    - maintaining a respectful workplace that respects human dignity and the rights of workers, individuals and the communities associated with their operations
    - Prohibiting the use of all forms of human trafficking, forced, bonded, indentured, or compulsory labor
    - Prohibiting the employment of children (defined as under the age of 18 years old) or the use of child labor.
    - Prohibiting harassment or discrimination of applicants or workers in any form, including any kind of corporal punishment or abuse.
    - Maintaining a safe workplace that is free from violence, threats, intimidation, harassment and respects the dignity and worth of every employee

- Providing a fair living wage and compensating employees competitively relative to industry and local standards, in compliance with all applicable wage, work hours, overtime and benefits laws and the terms of applicable collective bargaining agreements
  - Upholding the principles reflected in the Universal Declaration of Human Rights and related covenants, the International Labour Organization's core conventions, and the Ten Principles of the United Nations Global Compact
  - upholding the principles stated in **Arconic's Conflict Mineral Policy** and providing transparency into the supply chain, from original source to Arconic
  - complying with laws to related to workplace safety and health
- those related to **employment**, including:
    - recognizing and respecting the right to freedom of association and collective bargaining including the right of employees to join, or refrain from joining, labor unions or legally authorized associations or organizations, without fear of reprisal, intimidation or harassment
    - having an Equal Employment Opportunity (EEO) statement or Code of Conduct that prohibits discrimination on the basis of race, color, religion, national origin, disability, sexual orientation, gender identity/expression, genetic information, veteran status, sex, or age (within statutory limits).
    - respecting privacy laws and regulations and protecting the personal information of all individuals with whom Supplier has a business relationship, including that of Arconic employees, customers, suppliers, and stakeholders.
- those related to **fair competition**, including:
    - gathering competitive information legally and ethically and not sharing confidential information belonging to Arconic or others without written permission
    - representing products, services, and prices truthfully and accurately.
    - upholding fair business standards in advertising, sales, and competition
- those related to **international trade**, including:
    - complying with relevant import and export laws and regulations when transferring goods or services across national borders
    - obtaining necessary licenses and permits, submitting required forms, and paying all applicable taxes and other charges
    - avoiding doing business with any sanctioned or embargoed countries and restricted entities or individuals, unless permitted by law
    - documenting transactions completely and accurately
    - prohibiting certain actions in furtherance or support of a boycott maintained by a foreign country against a country friendly to the United States (unsanctioned foreign boycott).

- Our Suppliers **act with Integrity**, including:
  - disclosing any actual or potential conflict of interest to Arconic’s management for appropriate review and disposition
  - conducting business with a commitment to maximum transparency consistent with good governance and commercial confidentiality
  - maintaining a strong financial control environment and publicly disclosing financial results, where appropriate.
  - abiding by the standards of the United States Sarbanes-Oxley Act (SOX) or applicable equivalent for financial reporting.
  - preparing financial statements in accordance with generally accepted accounting principles.
  - keeping full and accurate records of all business operations and transactions in accordance with applicable retention policies and statute of limitations.
  
- Our Suppliers act as **good business partners**, including:
  - protecting Arconic’s intellectual property and confidential information
  - fostering innovations that provide Arconic a competitive advantage while maintaining high standards of excellence
  - collaborating with Arconic on ways to increase the demand for and sales of our products
  - ensuring that materials and services are supplied on time and to Arconic’s specifications.
  - promptly communicating to Arconic any developments that may impact the Supplier’s ability to provide conforming, on-time performance
  - complying with executed agreements and contracts
  - providing Arconic with any information requested regarding its policies and procedures regarding its anti-corruption, environmental, health and safety, international trade, labor and employment, human rights, and competition practices, as well as its business activities and financial performance
  - promptly communicating with Arconic any issues that may impact its performance and investigating and implementing corrective actions
  - promptly reporting concerns that any behavior might violate these Supplier Standards
  - participating in supply chain audits with the goal of improving compliance to Arconic values

## **REPORTING CONCERNS**

Concerns regarding any potential violations of these Supplier Standards can be reported 24/7 through Arconic’s Integrity Line @ <https://www.arconic.com/global/en/who-we-are/integrity-line.asp>. For other concerns or for general questions regarding Arconic’s Supplier Standards, please contact [ProcGlobalCompliance@arconic.com](mailto:ProcGlobalCompliance@arconic.com).