

# THIRD - PARTY CODE OF CONDUCT



## **MORE INFO**



# **CONTACT US**





Saifen Drugs (Hong Kong) LTD and its subsidiaries and affiliates (collectively, "SAIFEN") are committed to following the law, maintaining high ethical standards, and expect the same from the suppliers, vendors, partners, and other third parties (each, a "Third Party" and collectively, "Third Parties") with which we do business.

### SCOPE

This Third-Party Code of Conduct (the "Code") describes the minimum standards that Third Parties, their employees and contractors, and anyone outside of their organization engaged to provide services for or with SAIFEN, are expected to meet when conducting SAIFEN - related business.

### COMPLIANCE WITH THIS CODE, LAWS, AND REGULATIONS

All Third Parties must comply with this Code, and all applicable laws, rules, and regulations, including but not limited to laws related to anti-bribery, competition, business conduct, product quality and ingredients, environmental standards, occupational health and safety, privacy and data protection, labor and employment, and any other laws described herein or otherwise applicable to the products and/or services you provide to SAIFEN in all locations where you conduct business operations.

### ANTI-BRIBERY AND ANTI-CORRUPTION

Third Parties must comply with the anti-corruption laws or policies that are applicable to SAIFEN when working for or with SAIFEN. Third Parties shall not pay or accept bribes, facilitation payments, kickbacks, and/or any other illegal inducements of any kind to anyone, including private individual, organizations or government officials,



in order to gain any improper advantage in relation to performance of its obligation towards SAIFEN under any contract or otherwise.

### **ECONOMIC CRIME AND MONEY LAUNDERING**

Third Parties must not provide any service or enter into any arrangement that could facilitates or may cause SAIFEN to be involved directly or indirectly in economic crime, including money laundering.

Third Parties must not channel any money to or support illegal activities such as terrorism, tax evasion, or fraud.

### FRAUD AND DECEPTION

Third Parties must not engage in fraud, deception, or misleading conduct or allow others acting on their behalf to do so. SAIFEN expects Third Parties to act with integrity and transparency in all dealings and interactions with SAIFEN and other parties.

### **FAIR COMPETITION**

Third Parties must compete fairly and comply with the antitrust and competition laws and regulations in their business dealings. This requires compliance with competition laws and prohibits any unfair action, such as deceiving consumers, restricting therapy availability, unlawfully setting prices, collaborating with competitors to influence the market, gathering intelligence in unethical or unlawful ways, or engaging in other forms of unfair practices.

### **QUALITY**

Third Parties must commit to quality and regulatory compliance relevant to their goods and services, ensuring adherence to all applicable laws,







regulations, and quality standards. Parties involved in the supply, manufacturing, packaging, testing, storage, or distribution of drug products or active ingredients for SAIFEN must comply with GMP, GDP, and other applicable requirements.

### CONFIDENTIAL INFORMATION

Third Parties agree to keep strictly confidential all information, data, and know-how received from SAIFEN, as well as any other information of a secret or confidential character acquired relating to SAIFEN or other third parties. This includes information of a scientific or commercial nature, or any information that, if disclosed, could violate the privacy of individuals, government regulations or statutes, jeopardize the financial state of SAIFEN, harm its reputation, or reduce its competitive advantage.

Third Parties agree not to use such information for purposes other than those expressly provided in agreements with SAIFEN and not to disclose or transfer such information to third parties in any manner, unless otherwise agreed with SAIFEN. The confidentiality obligations shall remain in full force and effect for the term established and agreed with SAIFEN.

### INTELLECTUAL PROPERTY

Third Parties shall respect SAIFEN's intellectual property rights, including its processes, information, copyrights, trademarks, patents, in-house developed software, trade secrets, decision rights, logos, brands and knowhow.

Third Parties must immediately notify SAIFEN of any breach of security in accordance with applicable laws and regulations.

### PRIVACY AND DATA PROTECTION







Third Parties must comply with all applicable national and international laws, regulations and guidelines relating to the protection of the personal information and to have the proper organizational structure, processes and procedures to ensure the protection of personal information, adhering to data protection laws regarding the collection, use, transfer and subsequent disposal of personal information, along with applying appropriate technical and organizational security measures to prevent security incidents.

### **HUMAN RIGHTS & LABOR**

Third Parties are expected to respect the rights of their workers and must comply with all relevant human rights and labor laws, regulations, and codes.

Third Parties must provide a workplace without abuse and harassment and must not require any labor that may have significant physical, psychological, social, or morally adverse effects on workers or expect any forced labor, including slavery or human trafficking.

Third Parties must pay fair wages in compliance with applicable legal standards at a level that enables workers to live with dignity. Migrant workers must be treated equally to local workers.

### NON-DISCRIMINATION

Third Parties shall ensure that the workplace is free from any form of harassment or discrimination and there is no distinction, exclusion, or preference based on race, color, age, gender, sexual orientation, ethnicity, disability, religion, political affiliation, union membership, maternity, or marital status.

### COMMITMENT TO A SAFE AND SECURE WORKING ENVIRONMENT







Third Parties should comply with all applicable local laws, directives, and regulations relating to health and safety in the workplace. Third Parties must implement measures to avoid accident risks when operating machinery, and provide their workers with necessary protective gear, and appropriate safety education.

### FREEDOM OF ASSOCIATION

Third Parties should ensure that all workers and employers have the right to form and join trade unions of their own choosing without needing prior authorization, and can bargain collectively in accordance with the relevant laws.

### **ENVIRONMENT**

We expect Third Parties to integrate environmental considerations into their activities and strive for continuous improvement, by minimizing any adverse effects these activities may have on the environment.

Third Parties must comply with all applicable laws and regulations, as well as all requirements for environmental licenses and permits.

When applicable to their activities, Third Parties must have systems and processes in place to prevent and mitigate catastrophic releases or accidental spills and releases of fuels, raw materials, biologicals, chemicals, and other hazardous materials.

### REPORTING CONCERNS

Should you need clarification on these standards or identify a potential violation, we request that you report the issue through our website: www.saifendrugs.com/contact-us/.



