

## İZMİR DEMİR ÇELİK SANAYİ A. S. (IDC)

### SUPPLIER BUSINESS ETHICS

İzmir Demir Çelik Sanayi A.Ş. believes that ethical and responsible behavior which is respectful to society, people and the environment is the most important factors in achieving his goals, and aware that he can catch these targets with the support of his stakeholders. The "Supplier Code of Ethics" listed below summarizes our expectations regarding ethical rules, compliance with laws, anti-corruption, employee conditions, occupational health and safety and environmental issues.

#### 1- LEGAL PRACTICES

##### **Compliance with Laws and Regulations**

İzmir Demir Çelik Sanayi A.Ş., is making business in accordance with international trade laws in its activities and expects his suppliers to comply with these laws and regulations as well.

##### **Competition**

Suppliers must do business in full compliance with the monopoly and fair competition laws that govern the jurisdictions in which they do business.

##### **Bribery and Corruption**

Suppliers are expected not to tolerate or allow bribery, corruption and unethical practices, are not to participate in such activities.

##### **Compliance with Procedures and Instructions**

İzmir Demir Çelik Sanayi A.Ş., operates the procurement process and makes supplier evaluations via approved procedures in accordance with ISO standards.



## 2- WORKING CONDITIONS

### Forced Labor

Our suppliers should use only voluntary labor and employ personnel who want to work of their own free will. They should not employ forced and captive labor. Suppliers are expected to be vigilant in not making their employees work by force through any threat, false claims or any other form of coercion.

### Child Labor

Our suppliers cannot employ workers under the legal age.

### Abuse

Violation of the immunity of employees through physical, sexual, psychological and/or emotional harassment in the workshop or any place where they are due to work is against the law and ethical rules. Such actions should not be tolerated by the suppliers in any way.

### Indemnity and waging

The wages, overtime and wage-related benefits paid by suppliers to their employees must comply with applicable labor legislation.

### Working hours

Our suppliers must comply with all applicable laws and regulations regarding working hours and overtime for their employees.

### Discrimination

Our suppliers must not discriminate on the basis of race, color, country, gender, religion, disability of personnel in all employment-related decisions including hiring, promotion, indemnity, training, mandatory dismissal and termination.



## **Unionization Rights**

Suppliers will respect the right of their employees to organize, and join trade unions.

## **3-ETHICAL RULES**

### **Business Records**

Suppliers must record and keep all business information and documents accurate, complete and reliable in full compliance with applicable legal and regulatory requirements. Suppliers should be honest in discussions with regulatory agency representatives and/or government officials.

### **Protection of Confidentiality and Trade Secrets**

As in the scope of ISO 27001, none of the documents, data, know-how or information shall be disclosed to any third party and shall not be used for any other purposes by Suppliers. It is strictly forbidden for the suppliers to use the confidential information of İzmir Demir Çelik Sanayi A.Ş. for their own interests or the interests of third parties and/or institutions and to derive benefit from them.

## **Intellectual Property Rights**

IDC does not grant licenses, patents, designs or copyrights to the supplier. The supplier is obliged to pay all costs, including penalties to IDC and third parties who suffered damage as a result of intellectual property rights arising from the supplier himself.

## **Conflict of Interests**

Suppliers and/or their employees should avoid any conflict of interest and any activity that may be perceived as a conflict of interest by third parties, and should inform all relevant parties in case of a possible conflict.

## **Anti-Bribery and Anti-Corruption**

Suppliers may not bribe, accept or corrupt. Suppliers take necessary actions to prevent bribery and corruption. Except for commercial traditions and promotions, suppliers can not exchange



any gift that will cause the impression of an irregularity. If the İzmir Demir Çelik Sanayi A.Ş. deems it necessary, it may have the Internal Audit and Compliance Department established within its own group conduct audits within the framework of all these principles.

#### **4- OCCUPATIONAL HEALTH AND SAFETY**

Our expectations from suppliers for Occupational Health and Safety are;

- to Comply with the legal regulations regarding occupational health and safety,
- to create safe and healthy environment for their employees, interns and visitors

#### **5- ENVIRONMENTAL REGULATIONS AND PROTECTION**

İzmir Demir Çelik Sanayi A.Ş. is aware of its social responsibility to protect the environment under ISO 14001. Uses energy and natural resources efficiently. Expects from suppliers' to comply environmental legislation (including all laws regarding air emissions, waste water, toxic substances and hazardous waste discharge and transport et.), to manage waste treatment and disposal in compliance with the applicable legislation, to refrain from using hazardous and potentially hazardous material defined in the applicable law, must follow the legislation regularly and continuous improvement of environmental management, due to climate changes.

#### **6- CUSTOMER SATISFACTION**

Our suppliers are expected to deliver the products to their customers in accordance with the international/ national quality standards and to share information immediately when there is a quality problem.

#### **BUSINESS ETHICS PRACTICE PRINCIPLES**

Our suppliers will commit that they have read and understood the code of conduct and will adhere to these standards via authorized signatory representing their company. İzmir Demir Çelik Sanayi A.Ş. can directly monitor the compliance of its suppliers with the business ethics rules or, if it deems necessary, can request the Internal Audit and Compliance Department or



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assign a third party to audit the supplier's business ethics conditions on site. In the event of a violation of this code of conduct, IDC reserves the right to discontinue our relationship with the supplier.

İzmir Demir Çelik Sanayi A.Ş. may request the termination of any supplier employee who violates laws, illegally or in contradiction with these rules, or terminates cooperation with the supplier.

**İZMİR DEMİR ÇELİK SANAYİ A. S.**

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