

# Supplier code of conduct

The Hypertherm Associates supplier code of conduct contains principles that have long been a part of our core values and ethical beliefs. Our key values define who we are as individuals and as a company – to each other, and to our customers, shareholders, suppliers, competitors and communities. These principles are:

*Uncompromising integrity* – staying true to what we believe. We adhere to honesty, fairness and doing the right thing without compromise, even when circumstances make it difficult.

*Respect for people* – we treat everyone with dignity, as we would like to be treated ourselves. This respect applies to every individual we interact with around the world.

Hypertherm Associates expects our suppliers and/or any affiliates to conduct business to the highest ethical and legal principles. Suppliers are responsible for ensuring that any employees, affiliates, distributors, subcontractors or agents that provide product or services to Hypertherm Associates read, understand and comply with this supplier code of conduct. We will not do business with suppliers that violate the law. These laws include local environmental, employment, safety and anti-corruption statutes. Specifically, we expect all Hypertherm Associates suppliers to adhere to the following principles.

## Human rights

### Labor

Suppliers must comply with local and national minimum working age laws and regulations. All forms of labor are voluntary. The use of forced labor is prohibited. This includes indentured labor, bonded labor or prison labor. The support of any form of human trafficking or involuntary labor through force, threat, fraudulent claim or other coercion is strictly prohibited.

## Contents

- 1 Human rights
- 1 Environment
- 2 Ethics and integrity
- 2 Code of conduct compliance
- 3 Revision history

### Wages, working hours, and benefits

Suppliers will compensate employees with wages and benefits that comply with all applicable local and national laws and regulations. Suppliers will not require employees to work in excess of the maximum hours of daily labor allowed by local laws and regulations. All overtime work is voluntary and paid in accordance with the law.

### Freedom of association

Suppliers will recognize employees' rights to freedom of association and collective bargaining in accordance with legal requirements. These rights shall be respected without penalty.

### Non-discrimination

Suppliers will not discriminate against any person based on race, color, religion, gender, gender identity, age, disability, health, marital status, sexual orientation or ethnicity in their hiring and employment practices. It is expected that all employees are treated with respect and dignity and free from harassment, including but not limited to, physical, sexual, verbal, and psychological.

## Environment

### Workplace health and safety

Suppliers will provide employees with a safe and healthy work environment that complies with all applicable environmental, health and safety laws and regulations.

### Environmental impact

Suppliers must comply with all applicable environmental laws and regulations in the region in which they operate. In addition, suppliers will make an effort to reduce negative impacts on the environment through energy and land conservation, waste and water reductions, and investment in environmentally friendly technologies.

### Hazardous waste

Suppliers must identify, properly manage, and maintain records of chemicals and materials that pose a threat to the environment. This includes the management of safe handling, use, storage and disposal, and/or recycling practices.

## Sourcing responsibly

Suppliers that manufacture components, parts, or products containing tin, tantalum, tungsten, or gold must source those materials from environmentally and socially responsible sources only. Materials, which either directly or indirectly contribute to conflict, are unacceptable. Suppliers are expected to adopt conflict minerals compliance policies and management systems with respect to Section 1502 of the Dodd Frank Act. Suppliers must comply with all applicable laws and regulations in the region in which they operate.

## Ethics and integrity

### Legal and regulatory compliance

Suppliers must comply with all applicable trade, export, and import laws and regulations. Suppliers must conduct business in compliance with all national and international antitrust regulations. Hypertherm Associates will not conduct business with suppliers that engage in corruption, extortion, or embezzlement in any form. Suppliers must adhere to the anti-corruption laws that govern operations in the countries in which they do business, such as but not limited to, the U.S. Foreign Corrupt Practices Act and U.K. Bribery Act. Suppliers will not engage in the practice of offering bribes, kickbacks or facilitating payments to our Associates or agents on our behalf.

### Conflicts of interest

Suppliers are required to avoid conflicts of interest between their obligations to Hypertherm Associates and their personal affairs, business interests and relationships. Any relationship or activity which may influence or appear to influence the performance of one's duties to Hypertherm Associates must be disclosed for review and resolution.

### Gifts

Our Associates do not accept gifts. Gifts may include courtesies, services, favors, loans, event tickets or other items of value. Exceptions include items of nominal value (less than \$25) such as small promotional items bearing another company's name, or a social event such as picking up a luncheon check. We will not accept anything that could create the appearance that our decisions or judgment would be compromised as a result.

We hold both our Associates and suppliers accountable to these policies.

## Intellectual property rights

Suppliers are expected to respect and protect the intellectual property rights of all parties by only utilizing information technology that has been legitimately procured and licensed. The use of our physical and intellectual assets, including intellectual property, tangible property, supplies, consumables, and equipment, should be conducted responsibly and properly protected.

## Confidentiality

Suppliers are entrusted to utilize confidential information only in a manner that is permitted under their contractual agreements with Hypertherm Associates. Suppliers must not misuse or disclose proprietary or confidential information to unauthorized third parties. Suppliers should promptly notify us of any unauthorized use of confidential information or data.

## Code of conduct compliance

We expect all suppliers to adhere to this code of conduct while conducting business with or on behalf of Hypertherm Associates. In addition, we reserve the right to conduct on-site audits to confirm compliance at any time. Any violation of this supplier code of conduct may result in the immediate termination of our partnership. All suppliers are expected to self-monitor and self-audit to demonstrate compliance. An anonymous online reporting tool called [Silent Whistle](#) is available for the purpose of reporting questionable behavior. Alternatively, individuals may call 1-877-874-8416.

## Revision history

Last reviewed/revised date: January 3, 2023.

Original effective date: October 2019.

### For questions or clarification, please contact:

- Stephen R. Ucci  
General Counsel  
Hypertherm, Inc.  
21 Great Hollow Road  
P.O. Box 5010  
Hanover, NH 03755 USA  
Tel. (603) 643-3441 x 1617  
[stephen.ucci@hypertherm.com](mailto:stephen.ucci@hypertherm.com)
- Jennifer Levy  
Executive Vice President,  
People, Community & Environment  
Hypertherm, Inc.  
21 Great Hollow Road  
P.O. Box 5010  
Hanover, NH 03755 USA  
Tel 603-643-3441 x 2118  
[jenny.levy@hypertherm.com](mailto:jenny.levy@hypertherm.com)

Hypertherm, and Shaping Possibility are trademarks of Hypertherm, Inc. and may be registered in the United States and/or other countries. All other trademarks are the property of their respective owners.

Environmental stewardship is one of Hypertherm's core values, and it is critical to our success and our customers' success. We are striving to reduce the environmental impact of everything we do. For more information: [www.hypertherm.com/environment](http://www.hypertherm.com/environment).

© 12/2022Hypertherm, Inc.

