

# SUPPLIER Code of Business Ethics

(SUPPLIER COBE)

Effective October 2021



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## Message from SUSE'S CFO

Dear Supplier,

SUSE is a global leader in innovative, reliable and enterprise-grade open source solutions, and we are equally open in how we do business. We behave responsibly and conduct business with suppliers and vendors with fairness, honesty, and in an environmentally and socially conscious manner. We promote the highest ethical standards and comply with both the letter and spirit of all applicable laws.

We believe high ethical standards are the foundation of a successful business. Supplier and vendor loyalty and respect from the communities in which we do business stem from our reputation that we do the right thing. SUSE's values inform all business interactions and how we do business.

Our Suppliers on Business Ethics policy reflects our commitment to uphold the highest ethical standards and is an integral part of our daily business operations and practices. We ask that you read it, understand it and promote it. We expect all SUSE's suppliers to comply with these requirements as a minimum and that you will always go beyond what is the legal minimum in the country under whose laws you operate. In the event a matter is reported to SUSE, we will ensure the protection of supplier/vendor whistleblower confidentiality.

SUSE values your partnership and commitment to doing business the right way - aligned to our approach to ethics and compliance - as we work together to make SUSE one of the world's leading open source companies.

Best regards,

Andy

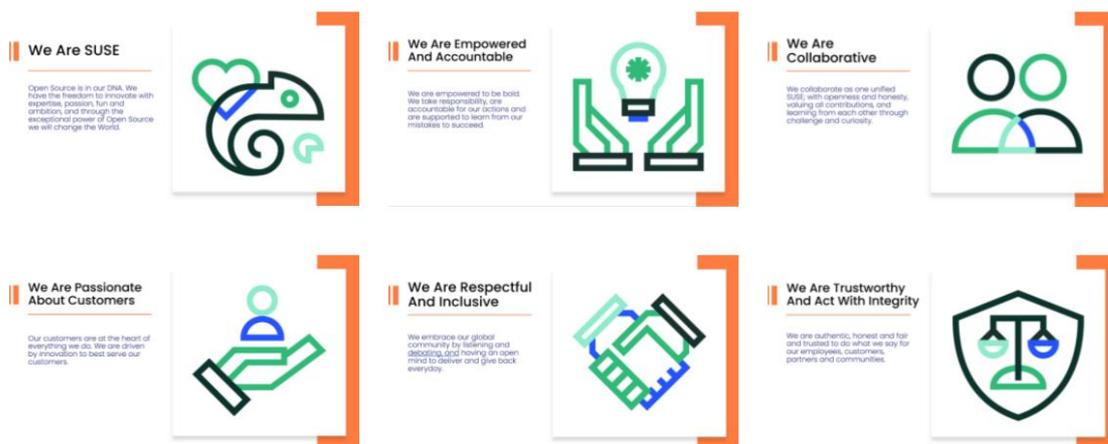


## Introduction

SUSE's suppliers are a vital part of the greater SUSE story. SUSE is an open, inclusive, and integrity driven company and we require that our suppliers exhibit and live these same values.

SUSE expects that its suppliers will "do the right thing," but as an absolute minimum, we expect that our suppliers comply with all laws and regulations of the countries in which they operate. In particular, laws that relate to anti-corruption, anti-slavery and anti-child working must be implicitly followed in spirit as well as to the letter.

Our values are the thread that unites us as a company. They sit at the heart of our culture and represent the ethos of everyone at SUSE regardless of team, position or location. Every member of SUSE is expected to be a role model and live the behaviours outlined in our corporate values every day as we engage with our customers, investors, business partners, supplier, communities and each other.



## Purpose

Among SUSE's most fundamental operating principles are adherence to high ethical standards and compliance with all laws and regulations applicable to our business. There is a variety of laws that apply to SUSE and its operations, and some carry criminal penalties. These laws include – but are not limited to – federal and state laws (including securities and exchange laws), antitrust laws, fair trade practices laws, occupational safety laws, advertising laws, export laws, equal employment opportunity laws, fair credit practices laws, internet usage laws, privacy laws, and employment-related laws.

The reputation of SUSE, the quality of our work-place experience, and the satisfaction of our obligations depends on each SUSE supplier achieving these levels of conduct and compliance with laws and regulation. SUSE obligates its suppliers to meet all of their legal and ethical obligations.

## Scope

It does not matter where you provide your services, the Supplier COBE applies worldwide for all SUSE suppliers.

All SUSE suppliers, subcontractors, service providers, professional service providers, consultants, intermediaries and agents must acknowledge that they have read and agree to uphold the SCOBE.

## Policy Statement

We are respectful & inclusive

### Diversity and Inclusiveness

SUSE expects all suppliers to comply with all applicable laws in providing their employees and applicants with equal employment opportunity without regard to an individual's race, colour, religion, gender, age, marital status, disability, national origin, veteran status, sexual orientation, or any other factor protected by law. We also expect that these policies are readily available for inspection.

SUSE absolutely insists that our suppliers have robust policies covering Diversity and Inclusion, Anti Bullying, and Anti-Harassment that go beyond what is provided for in law.

We are trustworthy and act with integrity

### We Work with Suppliers of Integrity

We respect our suppliers, partners and competitors and want to work or compete with them fairly. Price is very important, but it is not the only factor worth considering. Quality, service, reliability, and the terms and conditions of the proposed service can also make the difference and affect the final decision.



## Anti-Bribery and Anti-Corruption

SUSE expects that its suppliers take a strong stance against bribery and corruption, consistent with the anti-bribery and anti-corruption laws that exist in many countries around the world. As an absolute minimum, suppliers must have policies that strictly prohibit bribes, fraudulent conduct, kickbacks, illegal payments and any other offers that may inappropriately influence or secure an improper advantage with a government official, supplier or customer.

## Antitrust Law and Fair Competition

Healthy competition and fair business practices benefit everyone by putting customers first and by giving them access to products and services at fair prices. As a supplier to SUSE, you should believe strongly in fair and open competition. As a result, the antitrust laws are an important fact of everyday business.

We require that you are truthful and transparent in your interactions with SUSE and you do not influence our decisions through taking unfair advantages through manipulation, concealment or misrepresentation of key facts, improper payments, or other unfair practices. Competing fairly ensures that we both meet our objectives and business strategy without losing our integrity.

You must comply strictly with all applicable antitrust and competition laws. These laws protect the rights of businesses to compete vigorously for the benefit of their customers. They prohibit anti-competitive agreements or understandings between competitors, restrict the behaviour of dominant companies, and require advance review or permission for mergers and acquisitions as well as other commercial arrangements that might affect competition.

## Conflicts of Interest

A conflict of interest occurs when an individual's personal interests – family, friendship, financial or social factors – could compromise their judgement, decisions or actions in the workplace to the detriment of SUSE.

Any conflict of interest between a supplier and SUSE should be immediately reported using [our online tool](#) and a log should be kept to ensure a fair and impartial relationship between SUSE and the supplier.

We are empowered & accountable

## Respect of Human Rights

A supplier must demonstrate respect of human rights. This includes following guidelines and activities that support:



- The prohibition of forced labor, modern slavery or child labor
- The non-discrimination of and respect for employees
- Working hours, wages and benefits for employees
- The health and safety of employees

## Environment, Health and Safety

Safety should be a primary concern of any supplier to SUSE. You must be committed to providing a safe working environment for all who are involved in your company, including visitors. You must comply with occupational health, safety and environmental laws.

You must also understand the environmental responsibility that we all bear to preserve our planet for generations to come. You must be committed to being responsible environmental stewards.

## What you need to do

This Supplier COBE defines SUSE's basic requirements for business relationships with our suppliers and partners in alignment with our company values. We expect the commitment from our suppliers and partners to this SCOBE. We do therefore request your confirmation that you read and understand this SCOBE and respect the included commitments.

