

# Partner Code of Conduct

As a company committed to meeting its responsibilities towards its employees, shareholders, community and suppliers, Aluminerie Alouette advocates the application of ethical principles such as fairness, empowerment, accountability, respect, as well as high standards in health, safety and environment.

Aluminerie Alouette has a systematic approach to the application of its Partner Code of Conduct in respect of its supply chain partners, including suppliers, contractors, consultants and other organizations. In doing so, Aluminerie Alouette's goal is to ensure that its business relationships are based on a foundation of integrity and sustainability, and reflect our corporate values, namely a progressive attitude, communication, versatility, professionalism and teamwork.

This Partner Code of Conduct, which draws upon internationally recognized standards and Aluminerie Alouette's Code of Ethics and Business Conduct, sets our expectations. Partners must comply with the outlined principles and actively promote such principles with their own supply chain business partners.

## ENVIRONMENT / HEALTH AND SAFETY

Health, safety, environment and quality are integral aspects of our mission. Aluminerie Alouette is committed to sustainable development through continuous improvement of its performance, efficient use of resources, people and environment protection.

### Health and Safety

Partners will promote a safety-first culture that values and acts to protect people from dangers by aiming elimination at the source.

Partners will insure compliance to any applicable health and safety regulation, both on and off the Aluminerie Alouette site.

Partners will provide a safe and healthy working environment for employees and subcontractors including provision of appropriate tools and personal protective equipment.

Partners will take all practical and reasonable measures to eliminate workplace fatalities, injuries and diseases.

### Environment

Partners will promote a culture that values and protects the environment in which they operate and minimise the environmental footprint.

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Partners will insure compliance to any applicable environmental regulation, both on and off the Aluminerie Alouette site. Business Partners will measure, manage and report environmental incidents and data in accordance with applicable laws and regulations.

Partners will continuously improve environmental and resource management – reduce, reuse and recycle.

Partners will take all practical and reasonable measures to implement environmentally friendly technologies and processes in their activities.

## BUSINESS PRACTICES

### **Compliance with laws and regulations**

Partners must abide by all applicable laws and regulations. The laws that govern our activities can be complex, but ignoring them does not relieve Business Partners or its employees from their obligation to abide by them.

### **Corruption, bribery and improper business conduct**

Partners will not commit, or become involved in, bribery or corruption of any form, including facilitation payments that would provide an advantage in the conduct of business, offer, promise or give anything of value or an undue advantage to a public official or to any third party to influence such person to act or refrain from acting in relation to the performance of their duties.

Partners will ensure personal activities and interests, and those of their employees and subcontractors do not take part in or seek to influence any decision where there are related circumstances, factors or relationships (business, personal, economic or otherwise) that could give rise to an actual or perceived conflict.

Partners will not request, offer, promise, give or accept gifts, favors or hospitality which are more than modest, both with respect to value and frequency, or are inappropriate with respect to time and place in relation with tender or contract negotiation/award processes.

Partners will not enter into, seek to enter into or otherwise engage in any form of agreement, arrangement or activity that would be a breach of applicable competition laws and regulations.

## HUMAN RIGHTS AND WORKING CONDITIONS

In accordance with the United Nations' Universal Declaration of Human Rights, laws and regulations we promote a fair and free of harassment work environment.

Partners will ensure all work is freely chosen, without the use of forced or compulsory labour as well as ensuring their employees are of local legal age; and preventing the use of illegal child labour.

Partners will ensure fair remuneration and work conditions such as working hours, respect applicable laws and regulations are provided for all employees.

Partners will promote humane treatment and prevent harassment and unfair discrimination.

Partners will respect employees' rights to lawfully and peacefully form or join unions of their choosing and to bargain collectively.

Partners will respect the privacy of employees and customers and comply with all laws in the collection, use and protection of personal information.

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Proper application of the Partner Code of Conduct has a direct impact on Aluminerie Alouette's reputation, and strengthens business relationships.

If you have questions regarding this Partner Code of Conduct, or about our expectations of our business partners, please contact us at [approvisionnement@alouette.qc.ca](mailto:approvisionnement@alouette.qc.ca).