



## ***QUEST CODE OF CONDUCT***

1. **Operative Principles.** Quest's policy is to maintain high standards throughout its business endeavors, standards that are not only fully compliant with all applicable laws and regulations, but also promote integrity, fair and ethical business practices, and environmental sustainability. As part of this policy, Quest's suppliers are expected to ensure their work on behalf of Quest, and their facilities used to produce any part, material or product for Quest, fully comply with applicable laws and regulations; and they also are urged to commit to those additional principles promoting human rights and fair labor practices described below. In providing this statement of core principles and guidance to suppliers, Quest encourages their incorporation into supply chain activities to the fullest extent possible, but also acknowledges and confirms that its Code of Conduct is not intended to alter or modify contractual obligations, including accepted quotes and purchase orders.
2. **Laws and Regulations.** Suppliers to Quest and their subcontractors must comply with all applicable local, state and international laws and regulations as well as follow internationally recognized environmental, social and corporate governance standards for their operations.
3. **Human Rights and Fair Labor Practices.**
  - a. **Child Labor Prohibited.** Suppliers must comply with local laws regarding the minimum age of workers where suppliers' facilities used for Quest contracts are located. Suppliers must not employ anyone under the age of 15, under the age at which compulsory education is completed, or under the legal minimum working age, whichever requirement is most restrictive. In addition, as to any young workers meeting this standard, Suppliers also must comply with all laws providing further standards for young workers regarding their type of work, wages, working conditions and handling of hazardous or toxic materials.
  - b. **Forced Labor and Trafficking of Persons Prohibited.** Suppliers must not use forced labor, indentured or debt-bonded labor, prison labor, trafficking in persons, or other conduct indicating forced labor as identified by International Labour Organization guidelines including but not limited to abuse of vulnerability,

intimidation, deception, or restriction of a worker's access to identity-related or personal documents.

- c. No Discrimination, Harassment or Retaliation. Suppliers are expected to maintain a workplace free of harassment, unlawful discrimination and retaliation. The workplace should be free of physical, psychological or verbal harassment, abuse or punishment. Conditions of employment, including hiring, payment, benefits, promotion, termination and retirement, should be focused on ability, and no such conditions should be influenced by characteristics or belief systems such as gender, age, color, ethnicity, race, caste, religion, nationality, disability, marital status, HIV status, sexual or gender orientation, religious or political affiliation, military service, or union affiliation, that are not related to individual merit or the inherent requirements of a job position. Quest also strongly encourages its Suppliers to promote diversity in their workforce and equal opportunity for all, including equal treatment for women in all aspects of employment. Suppliers should maintain procedures for addressing employee grievances in a manner that prevents retaliation, protects employee privacy, and allows for anonymous reports of grievances.
- d. Fair Wages and Benefits. Suppliers are expected to provide fair compensation to all employees and workers, including temporary and contract workers, timely paid to workers and meeting or exceeding applicable legal requirements. Workers should be paid a wage sufficient to meet their needs as well as provide some discretionary income.
- e. Reasonable Work Hours. Suppliers are expected to comply with all applicable employee wage, hour, overtime, rest period and work schedule laws and regulations, and should not require workers to work more than the maximum hours as set by international standards, including those of the International Labour Organization.
- f. Workplace Health and Safety. Any facility used to produce product, parts or materials for Quest is expected to be a clean, safe and healthy workplace, and compliant with all applicable health and safety standards.
- g. Recognize Freedom of Association and Collective Bargaining. Suppliers should respect workers' rights to freedom of association, collective bargaining and peaceful assembly, including the right to join or not join any organization, in accordance with local requirements and International Labour Organization standards.

#### **4. Environmental Compliance.**

- a. Regulatory Compliance. Suppliers must comply with all applicable environmental laws, regulations and international treaties, including regulations for hazardous materials, air and water emissions, and waste. They must meet all applicable laws and regulations prohibiting or restricting specific substances in

manufacturing processes, in products, and in products packaging. Suppliers are expected to maintain and stay current with all required environmental permits, licenses, approvals and registrations.

- b. Pollution Prevention. Supplies are not only expected to avoid polluting the environment, but also to promote the use of renewable resources and the reduction of materials consumption wherever feasible.
  - c. Handling of Hazardous Materials. Suppliers should ensure all chemicals and hazardous materials are identified, labeled, handled, transported, stored and disposed in a manner environmentally safe and legally compliant. Shipment of hazardous materials should follow regulations found in 49 Code of Federal Regulations, the International Maritime Dangerous Goods code, and the International Air Transportation Association code.
  - d. Emissions and Waste. Air emissions of volatile organic chemicals, aerosols, corrosives and ozone-depleting chemicals should be controlled and discharged as required by law or permit. Suppliers are strongly encouraged to implement strategies for the reduction of greenhouse gas emissions. Waste and wastewater generated by supplier operations and facilities should be controlled, treated, discharged and disposed of in accordance with law and any applicable permit.
  - e. Avoid Conflict Minerals. Suppliers are expected to trace the source of their materials so that metals and materials used to fulfill Quest orders originate from mines that do not contribute to armed conflicts or human rights abuses.
5. **Anti-Bribery, Corruption and Antitrust**. Bribery and corruption must be avoided throughout all operations relating to Quest, including instances involving the actions of government officials and independent persons and entities with whom Quest's suppliers do business. Suppliers must comply with all applicable anti-bribery and anti-corruption laws, including but not limited to the U.S. Foreign Corrupt Practices Act and the UK-Bribery Act. All applicable antitrust and fair competition laws must be followed, and deceptive trade practices and unreasonable restraints of trade avoided.