



Business ethics of DOLPHIN DESIGN for its Suppliers

Code of business conduct

Dolphin Design strongly recommend our suppliers to be committed to the adoption of the code of conduct for ensuring that working conditions for their internal and external suppliers are safe and that all workers are treated with respect and dignity.

Other recognized standards such as International Labor Organization Standards (ILO), Universal Declaration of Human Rights (UDHR), Social Accountability International (SAI), and the Ethical Trading Initiative (ETI) were used as references in preparing this Code and may be useful sources of additional information.

Anti-Corruption

We ask our suppliers to publicly adopt a zero-tolerance policy on corruption and bribery – as clearly stated in our Code of Business Conduct – ‘we do not offer or accept bribes or kickbacks in any form, and we do not tolerate corruption in connect with any of our business dealings’.

Equal Employment Opportunity

Since March 2008, Dolphin have been signatories to the Diversity Charter through which we have made strong commitments to non-discrimination and the promotion of diversity in the company. We would like our suppliers to follow the same rule and ease deployment of this behavior through their organizations.

Health & Safety

We require our major suppliers also to be committed to recognizing and ensuring the creation of healthy working environments and safe working conditions. We expect them to provide evidence of suitable controls, safe working procedures, preventative maintenance and general protective measures in their working environments.

When hazards cannot be adequately controlled by these means alone, suitable protective clothing or equipment is supplied, and evacuation procedures and facilities are in place at Dolphin’s and suppliers’ premises.

Intellectual Property

The protection of intellectual property is vital for any business focused on the creation of innovative and high value technological solutions. We ensure that all intellectual property is safeguarded through the application of a dedicated Intellectual Property Policy; related restrictive provisions in our Code of Business Conduct and contracts of employment; robust information technology systems; and adequate employee and third-party data access controls.

Conflict of Interest

You must avoid any conflict of interest or situation that may be a conflict of interest in your relationship with Dolphin Design. You must report any situation giving rise to a real or apparent conflict between



your interests and those of Dolphin Design, such as the case where one of your employees (or a relative of one of your employees) has a personal relationship with a Dolphin Design employee empowered to make decisions impacting your business, or as the case where a Dolphin Design employee holds shares or financial interests in your business.

Anonymous report and misconduct report

We expect you to provide your employees and business partners with appropriate access to reporting channels to raise issues or concerns related to legal or ethical issues, including without limitation the submission of a report talking about an offense under this Code by you or your business partners, without fear of reprisal and including the possibility of submitting an anonymous report.

In the event that you become aware of misconduct in connection with Dolphin Design business by an employee of Dolphin Design, one of your employees or an employee of your business partners, we expect you to promptly notify Dolphin Design.

Code compliance

You will have to allow Dolphin Design and its representatives to assess your compliance with the expectations set out in this Code as part of performing work for Dolphin Design, including conducting local inspections of facilities and reviewing books, records and files and other documents. You must also provide Dolphin Design, upon request, with any additional information and certification proving and showing compliance.