

# Introduction

Camunda's (collectively with its affiliates, "Camunda", "we", "our") Supplier Code of Business Conduct ("Code") reflects our commitment and expectations from our Suppliers (including our business partners)\* to proper business conduct and ethical behavior. We aim to create a business environment where both Camunda and its Suppliers can thrive. We believe this is achievable through a shared commitment to honesty, transparency, and ethical business conduct.

Camunda enshrines its values through the [Code of Ethics and Business Conduct](#) that applies to all our employees. It is a reflection of Camunda's values and provides the foundation for our global operations. Similarly, Camunda's Supplier Code of Business Conduct strongly encourages our Suppliers to uphold comparable if not similar principles.

We require our Suppliers to do their best to embrace the ethical, social, and environmental principles outlined below to foster a collaborative business environment. In addition, the Supplier shall always comply with applicable laws, regulatory provisions, and contractual obligations as agreed between the Parties.

*\*Supplier refers to any business, company, corporation, person, or other entity that sells, promotes, markets or seeks to sell, promote or market any services or goods to or on behalf of Camunda, including the Supplier's employees, agents, and other representatives, who are directly or indirectly engaged with Camunda. This includes subcontractors, vendors, and partners. Partners are entities or individuals with a collaborative relationship, engaged in joint ventures, alliances, or other business arrangements with Camunda.*

## Supplier Guiding Principles

### 1. Human Rights, Employment and Labor

#### 1.2 Human Rights

The Supplier shall respect the internationally proclaimed Universal Declaration of Human Rights and avoid being complicit in human rights violations of any kind. The Supplier shall not tolerate human rights abuses of any kind and take effective corrective actions to mitigate harm and prevent future occurrences, as and when they occur.

#### 1.3 Child Labor

The Supplier shall strictly prohibit using child labor in any form within their operations. Child labor refers to any work that deprives children of their childhood, interferes with their ability to attend regular schooling, and is mentally, physically, socially, or morally harmful. If any child is found working at a Supplier's premises, it shall immediately take steps to redress the situation in accordance with the child's best interests.

#### 1.3 Modern Slavery

The Supplier undertakes to comply with the applicable laws preventing human trafficking and modern slavery and will not use forced or involuntary labor of any type (e.g., slave, bonded, indentured, or involuntary prison labor). All work arrangements between the Supplier and its employees must be voluntary. The Supplier shall also make reasonable efforts in its supply chain to prevent such conduct.

#### **1.4 Diversity and Non-Discrimination**

The Supplier shall prohibit and fight negative discrimination based on race, colour, sex, sexual orientation, language, disability, religion, political or other opinions, national or social origin, property, birth, or other status. The Supplier shall promote diversity, equal treatment, and opportunities in employment and occupation, and treat all employees with respect and dignity.

#### **1.5 Remuneration and Working Conditions**

The Supplier shall provide remuneration and legally mandated benefits according to the applicable laws and regulations governing the working hours and compensation. The Supplier shall not make deductions from wages as a disciplinary measure. Working hours should adhere to legal limits, with fair compensation for overtime. The Supplier shall respect the individual employee's need for recovery and ensure that all employees have the right to adequate leave from work with pay. Freedom of association and collective bargaining rights must be respected. The Supplier is responsible for conducting regular monitoring and taking corrective actions when necessary.

#### **1.6 Health and Safety**

Supplier shall provide its employees with a safe and healthy workplace with clean facilities meeting acceptable standards of workplace hygiene and emergency preparedness. The Supplier shall do their utmost to control hazards and take necessary precautionary measures against accidents and occupational diseases.

## **2. Ethics and Compliance**

#### **2.1 Ethical Dealings**

In performing work for Camunda, the Supplier is expected to operate with unwavering honesty and integrity, upholding the highest ethical principles. The Supplier should exercise utmost caution when extending business courtesies, understanding that offering gifts or gratuities with the intention to influence business or governmental decisions is strictly prohibited.

#### **2.2 Anti-bribery and corruption**

The Supplier should comply with all applicable laws on bribery and corruption. The Supplier should operate with full honesty and integrity and maintain ethical standards while dealing with Camunda. Under no circumstances should the Supplier offer, promise, make, or agree to make any payments or gifts, whether monetary or otherwise, directly or indirectly, to influence decisions or obtain preferential treatment. All business transactions must be accurately recorded in the Supplier's books and records.

#### **2.3 Data Protection and Information Security**

Suppliers who process or have access to Camunda's confidential or personal data must implement appropriate technical and organizational measures to protect such data, in accordance with applicable data protection laws and contractual requirements.

## 3. Environment

### 3.1 Compliance with applicable Environmental Laws and Regulations

The Supplier should comply with their operating jurisdictions' applicable environmental laws, regulations, and standards. They should obtain and maintain the necessary permits and authorizations. The Supplier shall prioritize pollution prevention, resource conservation, and proper management of hazardous substances and waste.

#### Climate Action and Emissions Management

The Supplier is encouraged to monitor and reduce its greenhouse gas (GHG) emissions and to support climate goals in line with international standards. Suppliers with significant carbon footprints are encouraged to set emissions reduction targets and disclose progress transparently.

### 3.2 Responsible sourcing

If applicable, the Supplier shall comply with the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas and other necessary due diligence guidelines and regulations applicable to them. The Supplier is highly encouraged to adopt the necessary measures to ensure responsible sourcing of minerals and mitigate risks associated with conflict-affected and high-risk areas.

## 4. Reporting Concerns

We encourage our Suppliers to report any concerns related to this Code to promote ethical practices within our supply chain and to foster a responsible supply chain. Should a Supplier encounter any violation or potential breach of this Code, they can raise their concerns through Camunda's [Whistleblower tool](#). The Supplier's concerns will be handled anonymously, discreetly, and with complete confidence. Camunda strictly prohibits any form of retaliation against individuals who raise concerns in good faith.

## 5. Audit

In order to ensure compliance with the standards and principles as outlined in this Supplier Code of Business Conduct, the Supplier shall provide upon request all information requested to establish such compliance, and shall inform Camunda without any delay, if it becomes aware of any credible evidence or allegation of any violation of any provision of this Supplier Code of Business Conduct. Once per calendar year and subject to a 30 (thirty) days prior notice sent to the Supplier, Camunda is entitled to conduct monitoring activities in relation to Supplier to evaluate actual conformity with this Supplier Code of Business Conduct. Any such audit will take place during normal business hours and will be conducted in accordance with applicable government requirements, if any. Camunda may, where appropriate, use remote audits, self-assessment questionnaires, or third-party verification to assess compliance.

## 6. Compliance with Camunda's Code

This Code can only be met with our Supplier's cooperation and commitment. The Supplier agrees to abide by our Code's terms and acknowledges that compliance with these standards is required to maintain the status as Camunda's Supplier.

Should you have any questions or concerns regarding our Supplier Code of Conduct, please feel free to reach out at: [compliance@camunda.com](mailto:compliance@camunda.com).