

Roche Supplier

Code of Conduct



Roche Supplier Code of Conduct

Roche is committed to sustainability in all business activities and aims to apply highest ethical standards. Our suppliers (suppliers of materials, service providers and contract manufacturers) play an important role as enablers of our sustainable growth and overall success.

Roche promotes innovation and strives for economic, social and environmental sustainability in order to ensure the long-term success of Roche and its stakeholders. In support of this goal, Roche firmly demands adherence to ethical principles for labor, environment, health and safety and management systems.

Roche is fully committed to supporting and respecting human rights. Roche supports the United Nations Guiding Principles on Business and Human Rights (UNGPs) ("Ruggie Framework"). Roche's suppliers are expected to support and respect human rights, too.

Roche does not tolerate bribery or any other form of corrupt business behaviour. Roche's suppliers are expected to adhere to the same principles and work with their own suppliers on anti-corruption, too.

Roche is committed to following these principles and requires its suppliers to explicitly acknowledge and adhere to the principles embodied in the Supplier Code of Conduct and to ensure that their own suppliers will also comply with these principles.

Principles for Responsible Supply Chain Management

(www.pharmaceuticalsupplychain.org)

This document outlines the Pharmaceutical Industry Principles for Responsible Supply Chain Management (the "PSCI Principles") for ethics, labor, health and safety, environment and related management systems. The Principles may be voluntarily supported by any business in the pharmaceutical industry.

Companies supporting the Principles:

- Will integrate and apply these Principles in a manner consistent with their own supplier programs.
- Believe that society and business are best served by responsible business behaviors and practices. Fundamental to this belief is the understanding that a business must, at a minimum, operate in full compliance with all applicable laws, rules and regulations.
- Are aware of differences in culture and the challenges associated with interpreting and applying these Principles globally. While companies supporting the Principles believe that what is expected is universal, it is understood that the methods for meeting these expectations may be different and must be consistent with the laws, values and cultural expectations of the different societies in the world.
- Believe the Principles are best implemented through a continual improvement approach that advances supplier performance over time.



Ethics

Suppliers shall conduct their business in an ethical manner and act with integrity.

The ethics elements include:

Business Integrity and Fair Competition

All corruption, extortion and embezzlement are prohibited. Suppliers shall not pay or accept bribes or participate in other illegal inducements in business or government relationships. Suppliers shall conduct their business consistent with fair and vigorous competition and in compliance with all applicable anti-trust laws. Suppliers shall employ fair business practices, including accurate and truthful advertising.

Identification of Concerns

All workers should be encouraged to report concerns or illegal activities in the workplace, without threat of reprisal, intimidation or harassment. Suppliers shall investigate and take corrective action if needed.

Animal Welfare

Animals shall be treated respectfully, with pain and stress minimized. Animal testing should be performed after consideration to replace animals, reduce the numbers of animals used or refine procedures to minimize distress. Alternatives should be used wherever scientifically valid and acceptable to regulators.

Privacy

Suppliers shall safeguard and make only proper use of confidential information to ensure that company, worker and patient privacy rights are protected.

Labor

Suppliers shall be committed to uphold the human rights of workers and to treat them with dignity and respect.

The Labor elements include:

Freely Chosen Employment

Suppliers shall not use forced, bonded, indentured or involuntary prison labor.

Child Labor and Young Workers

Suppliers shall not use child labor. The employment of young workers below the age of 18 shall only occur in non-hazardous work and when young workers are above a country's legal age for employment or the age established for completing compulsory education.



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LOT/EXP:

Non-Discrimination

Suppliers shall provide a workplace free of harassment and discrimination. Discrimination for reasons such as color, age, gender, sexual orientation, ethnicity, disability, religion, political affiliation, union membership or marital status is not tolerated.

Fair Treatment

Suppliers shall provide a workplace free of harsh and inhumane treatment, including any sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse of workers and no threat of any such treatment.

Wages, Benefits and Working Hours

Suppliers shall pay workers according to applicable wage laws, including minimum wages, overtime hours and mandated benefits. Suppliers shall communicate with the worker the basis on which they are being compensated in a timely manner. Suppliers are also expected to communicate with the worker whether overtime is required and the wages to be paid for such overtime.

Freedom of Association

Open communication and direct engagement with workers to resolve workplace and compensation issues is encouraged. Suppliers shall respect the rights of workers, as set forth in local laws, to associate freely, join or not join labor unions, seek representation and join workers' councils. Workers shall be able to communicate openly with management regarding working conditions without threat of reprisal, intimidation or harassment.

Health and Safety

Suppliers shall provide a safe and healthy working environment, including for any company-provided living quarters.

The health and safety elements include:

Worker Protection

Suppliers shall protect workers from over exposure to chemical, biological and physical hazards, physically demanding tasks in the workplace and in any company-provided living quarters.

Process Safety

Suppliers shall have programs in place to prevent or mitigate catastrophic releases of chemicals.

Emergency Preparedness and Response

Suppliers shall identify and assess emergency situations in the workplace and any company-provided living quarters, and minimize their impact by implementing emergency plans and response procedures.

Hazard Information

Safety information relating to hazardous materials – including pharmaceutical compounds and pharmaceutical intermediate materials – shall be available to educate, train and protect workers from hazards.



Environment

Suppliers shall operate in an environmentally responsible and efficient manner, and they shall minimize adverse impacts on the environment. Suppliers are encouraged to conserve natural resources, to avoid the use of hazardous materials where possible and to engage in activities that reuse and recycle.

The environmental elements include:

Environmental Authorizations

Suppliers shall comply with all applicable environmental regulations. All required environmental permits, licenses, information registrations and restrictions shall be obtained and their operational and reporting requirements followed.

Waste and Emissions

Suppliers shall have systems in place to ensure the safe handling, movement, storage, recycling, reuse or management of waste, air emissions and wastewater discharges. Any waste, wastewater or emissions with the potential to adversely impact human or environmental health shall be appropriately managed, controlled and treated prior to release into the environment.

Spills and Releases

Suppliers shall have systems in place to prevent and mitigate accidental spills and releases to the environment.

Management Systems

Suppliers shall use management systems to facilitate continual improvement and compliance with the expectations of these principles.

The management systems elements include:

Commitment and Accountability

Suppliers shall demonstrate commitment to the concepts described in this document by allocating appropriate resources.

Legal and Customer Requirements

Suppliers shall identify and comply with applicable laws, regulations, standards and relevant customer requirements.

Risk Management

Suppliers shall have mechanisms to determine and manage risks in all areas addressed by this document.

Documentation

Suppliers shall maintain documentation necessary to demonstrate conformance with these expectations and compliance with applicable regulations.

Training and Competency

Suppliers shall have a training program that achieves an appropriate level of knowledge, skills and abilities in management and workers to address these expectations.

Continual Improvement

Suppliers are expected to continually improve by setting performance objectives, executing implementation plans and taking necessary corrective actions for deficiencies identified by internal or external assessments, inspections and management reviews.

In addition to the PSCI Principles the following principles are of importance for Roche:

Innovation

Roche innovates products and services for the early detection, prevention, diagnosis and treatment of diseases and contributes to improve people's health and quality of life. Suppliers shall support Roche in these efforts through giving Roche early visibility and access to innovations. Suppliers are asked to safeguard Roche's Intellectual Property and related rights.

Economic Sustainability

Suppliers shall conduct all sales and contract negotiations with Roche through Roche's Procurement organization or its delegates. Suppliers shall continually identify and recommend ways to deliver value to Roche that have the potential to result in a competitive advantage (e.g. reduce cost and/or improve efficiencies).

Supplier Diversity

Suppliers shall engage socially and economically different categories of suppliers through inclusive sourcing processes that promote equal opportunities.

The Roche Supplier Code of Conduct was proposed by the Corporate Sustainability Committee and was adopted by the Corporate Executive Committee on November 11, 2014 and entered into force the same day.



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