



DAU COMPONENTS LTD

Code of Conduct

The main operational activity of DAU Components Ltd is the distribution of passive, hardware and electro-mechanical components.

The responsibilities of the business extend far beyond our customers, staff and other stakeholders with regard to social, ethical and environmental issues. This means ensuring that the factories of our immediate suppliers operate to the highest standards, and that we use our influence to ensure that our supply chain meets our strict criteria.

As a global supplier of components, we are aware of our obligations with regards to current legislation, regulations and directives covering the supply and use of electrical goods, electronic components and associated hardware. We are proud to state that all our products comply with our quality, social, ethical and environmental policies as laid out below.

Social & Ethical

Responsible Sourcing of Materials

Our Suppliers must exercise due diligence on the materials in their supply chains, to include developing policies and procedures to identify applicable risks and take appropriate steps to mitigate them. Suppliers are expected to supply conflict-free materials and products.

Bribery & Corruption

It is our policy to conduct all of our business in an honest and ethical manner. DAU Components takes a zero-tolerance approach to bribery and corruption and we expect our customers and suppliers to comply with all national and international anti-bribery and corruption laws, regulations and standards, including the UK Bribery Act 2010.

The supplier is to conduct business with integrity and is expected not to practice or tolerate any form of corruption, extortion or embezzlement. The supplier shall not either, (directly or indirectly) offer or accept bribes or other incentive to gain an improper advantage to obtain or retain business.

The policy applies to all Employees and relevant Third parties of the company and shall be communicated to them at the outset of our business relationship and as appropriate thereafter.

We appreciate that the practice of giving business gifts varies between countries and regions and what may be normal and acceptable in one region may not be in another. The



test to be applied is whether in all the circumstances the gift or hospitality is appropriate and proportionate. The intention behind the gift should always be considered.

Employees are encouraged to raise concerns about any instance, or suspicion, of malpractice at the earliest possible stage through their line manager or other available reporting mechanisms

Open & Fair Competition

The supplier shall comply with all applicable competition and anti-trust laws.

Health & Safety

All of our facilities will promote a safe and healthy working environment. We are committed to protecting and safeguarding people and protecting the environment. We work to keep our employees and contractors safe by focusing on compliance and tackling the issues that can lead to unsafe behaviours and conditions.

Working Hours

Employee working hours will comply with the prevailing legislation. Overtime, when available, will be allocated on an equitable basis and will be managed to ensure that the demands on the individual are reasonable, and we will always provide adequate breaks.

Wages and Salaries

Will be paid at market rates, and in accordance with prevailing legislation.

Equality

The company operates to an Equality Policy which will not tolerate discrimination, and our thorough Grievance Procedure supports this stance.

Ethical Supply

We will source products and services from organisations that can prove they meet, or are willing to meet, the company's ethical standards. In particular, we will not engage with organisations which use child labour or forced labour, which discriminate on the grounds of gender, ethnic or national origin, religion, sexual orientation, marital status, age or disability, or which do not recognise freedom of association or collective bargaining.



2018 Anti-Slavery and Human Trafficking

In compliance with Section 54 of the Modern Slavery Act 2015, our policy does not allow any form of modern slavery or human trafficking and we will take steps to ensure that modern slavery is not taking place in any part of our business or supply chains.

Environmental

DAU Components Ltd recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We will encourage customers, suppliers and other stakeholders to do the same.

Responsibility

We are responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

We endeavour to:

- Comply with and exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

Energy and water

- We will seek to reduce the amount of energy used as much as possible.
- Lights and electrical equipment will be switched off when not in use.
- Heating will be adjusted with energy consumption in mind.
- The energy consumption and efficiency of new products will be taken into account when purchasing.

Office supplies

- We will evaluate if the need can be met in another way.
- We will evaluate if renting/sharing is an option before purchasing equipment.
- We will evaluate the environmental impact of any new products we intend to purchase.
- We will favour more environmentally friendly and efficient products wherever possible.
- We will reuse and recycle everything we are able to.



- We will minimise the use of paper in the office.

Transportation

- We will reduce the need to travel, restricting to necessity trips only.
- We will promote the use of travel alternatives such as e-mail or video/phone conferencing.
- We will make additional efforts to accommodate the needs of those using public transport or bicycles.

Packaging

- We will reduce all unnecessary consumption.
- We will seek to buy recycled and recyclable paper packaging products.
- We will reuse and recycle all packaging received.

Maintenance and cleaning

- Cleaning materials used will be as environmentally friendly as possible.
- Materials used in office refurbishment will be as environmentally friendly as possible.
- We will only use licensed and appropriate organisations to dispose of waste.

Monitoring and improvement

- We will comply with and exceed all relevant regulatory requirements.
- We will continually improve and monitor environmental performance.
- We will continually improve and reduce environmental impacts.
- We will incorporate environmental factors into business decisions.
- We will increase employee awareness through training.
- We will review this policy and any related business issues at our monthly management meetings.

Culture

- We will involve staff in the implementation of this policy, for greater commitment and improved performance.
- We will provide staff with relevant environmental training.
- We will work with suppliers, contractors and sub-contractors to improve their environmental performance.
- We will use local labour and materials where available to reduce CO2 and help the community.