

# Saybolt Compliance Code



Saybolt has been an active member of the [United Nations Global Compact](#) since 2002. The UN Global Compact is not just an initiative in the field of a specific CSR field, but more a strategic policy initiative for businesses that are committed to aligning their operations and strategies with [ten universally accepted](#) principles in 4 areas: human rights, labor, environment, and anti-corruption.

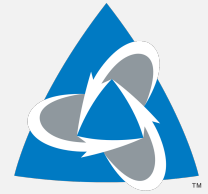
With over 12,000 corporate participants and other stakeholders from over 145 countries, the UN Global Compact is the largest voluntary corporate responsibility initiative in the world.

It has always been one of our main aims to further improve the quality assurance level within the global Saybolt organization. In this respect, the promotion of ethical standards, universally applicable throughout our entire international network of offices and laboratories, is and has been a priority over the years and is fully in-line with the UN Global Compact Principles. Since 1997, Saybolt International applied its own Ethics Code, a Code that has now been further developed.

Among other standard setting initiatives in the field of ethics and compliance, Saybolt actively participated in the development of the ethics compliance code within the framework of the TIC Council.

The TIC Council Compliance Code has been adopted and implemented within the Saybolt organization since 2004. The current version of the “Saybolt Compliance Code” is dated July 31, 2022.

The development of the Compliance Code is in line and even further sharpens international developments in the field of curbing corruption and bribery and promoting ethical international business standards. Mention in this context should be made of the OECD Convention to Combat Bribery (1999) and the Business Principles for Countering Bribery, developed by Transparency International and Social Accountability International (2002).



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The Compliance Principles are:

## 1. Integrity

Saybolt operates in a professional, independent and impartial manner in all its activities.

Saybolt carries out its work honestly and does not tolerate any deviation from its approved methods and procedures. Where approved test methods make provision for tolerances in results, Saybolt ensures that such tolerances are not abused to alter the actual test findings.

Saybolt reports data, test results and other material facts in good faith and does not improperly change them, and issues only reports and certificates that correctly present the actual findings, professional opinions or results obtained.

## 2. Conflicts of interest

Saybolt avoids conflicts of interest with any related entity in which it has a financial or commercial interest and to which it is required to provide services.

Saybolt avoids conflicts of interest between its own branches, companies and/or divisions engaged in different activities but which may be providing services to either the same client or each other.

Saybolt shall ensure that its employees avoid conflicts of interest with the activities of the company.

## 3. Confidentiality and Data Protection

Saybolt respects the confidentiality and privacy of client's information and ensure processes are in place to adequately protect such information.

## 4. Anti-bribery

Saybolt prohibits the offer, gift, or acceptance of a bribe in any form, including kickbacks, on any portion of a contract payment.

Saybolt prohibits the use of any intermediaries for the provision of improper benefits to, or receipt of improper benefits from, customers, agents, contractors, suppliers or employees of any such party or government officials.



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## 5. Fair Business Conduct

Saybolt conduct itself with the highest standards of business ethics and integrity, and will not do anything which would bring its reputation, or the reputation of IFIA / TIC Council or the TIC industry, into disrepute.

## 6. Health and Safety

Saybolt implements adequate training and procedures to protect the health and safety of employees, customers, and third parties and monitors incidents with the view of minimizing risks in the course of business operations.

## 7. Fair Labor

Saybolt is aware of its social responsibility for its employees and the people, communities and environments in which it works and shall respect human rights.

### For more information:

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