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**Core Lab**

RESERVOIR OPTIMIZATION

## Supplier Code of Conduct

Core Laboratories Inc. and its affiliated entities worldwide (“Core Laboratories”) are committed to the highest standards of product quality, safety and business integrity in their dealings with Suppliers. Compliance with laws and ethical principles is the responsibility of Core Laboratories employees and our Suppliers.

This Policy applies globally to all Core Laboratories Suppliers. “Supplier” means any business, company, corporation, person, or other entity that sells, or seeks to sell, whether directly or indirectly, any kind of goods or services to Core Laboratories, and it includes the Supplier’s employees, agents, and other representatives.

## PURPOSE

Core Laboratories’ Supplier Code of Conduct outlines what we expect from our Suppliers with respect to business ethics, labor and employment rights, environmental health and safety, social responsibility and global trade practices. Core Laboratories will conduct business only with Suppliers who share our commitment to the values and principles outlined in this policy. Suppliers shall adhere to this policy and operate in full compliance with the laws and regulations of the countries where they operate. When local laws and regulations are less restrictive than this policy, Suppliers should adhere to Core Laboratories’ principles. Failure to comply with the standards set forth in this policy may result in the termination of a Supplier’s contract.

## BUSINESS ETHICS AND SOCIAL RESPONSIBILITY

### Insider Trading

Suppliers may obtain nonpublic information about Core Laboratories or another company (including Core Laboratories’ customers, other suppliers, or other business partners) by virtue of their interaction with Core Laboratories. Suppliers may not buy or sell Core Laboratories’ or that company’s securities or engage in any other action to take advantage of that information, including sharing that information with others.

### Gifts, Travel, and Entertainment

Suppliers are prohibited from providing Core Laboratories employees with lavish, unreasonable

gifts, entertainment or other forms of hospitality to obtain or receive favorable business treatment. Even if a gift, travel or entertainment offering is permitted, it must still only be offered if it is: (a) **appropriate** (no cash or cash equivalents or other excluded gift type, does not create an actual or perceived perception of impropriety; and complies with all laws, regulations and policies for all parties), (b) of **reasonable value**, and (c) with full **transparency** of its value. It is our policy to never solicit or accept gifts or gratuities that may influence or appear to influence a Core Laboratories employee’s decision in the selection of bidders for the supply of goods or services. See attached Core Laboratories Policy “Accepting Gifts, Gratuities or Entertainment from Suppliers”.

### Conflicts of Interest

A financial or any other relationship between a Supplier and a Core Laboratories employee (or a family member or friend of a Core Laboratories employee) that could involve a financial benefit or other personal or competing interest may create an actual, potential or perceived conflict of interest for Core Laboratories and/or a Supplier. A conflict of interest arises when the personal interests of the Core Laboratories employee and the Supplier (or its employees or agents) are inconsistent with his or her responsibilities to Core Laboratories or the Supplier Company. Suppliers must immediately disclose these types of relationships to Core Laboratories prior to commencing business and whenever they arise.

### Competition Laws

Suppliers shall not violate competition laws in countries in which they operate. Suppliers must operate in fair competition and shall not engage in price fixing, price discrimination, or unfair trade practices that violate applicable laws.

### Anti-Corruption and Anti-Bribery

Suppliers shall not violate applicable anti-corruption and anti-bribery laws including the U.S. Foreign Corrupt Practices Act (FCPA) and the U.K. Bribery Act. All forms of corruption such as bribery, extortion, and embezzlement are strictly prohibited. Bribery involves directly or indirectly giving or offering anything of value to a foreign government official, a family member of a government official, a private individual, or employees of companies wholly or partially owned by a government entity, and/or others for the purpose of obtaining or

retaining business, to win a business advantage, or to influence a decision. This includes bribes related to obtaining licenses or regulatory approvals, preventing negative government actions, reducing taxes, avoiding duties or custom fees, or blocking a competitor from bidding on business. Engaging in or not reporting behavior that violates, or has the potential to violate, the standards set forth in the FCPA or other anti-bribery laws and regulations will not be condoned or tolerated, and will result in termination of a contract.

### **Facilitating Payments (“Grease Payments”)**

Suppliers should refrain from making small payments to government officials to facilitate routine governmental actions. Suppliers must not make facilitation payments on behalf of Core Laboratories. Core Laboratories considers these facilitation payments to be bribes and, therefore, illegal.

### **Intellectual Property Rights, Proprietary Information, Privacy, and Data Protection**

Suppliers are to comply with intellectual property rights. Any transfer of technology, proprietary information, or trade secrets without Core Laboratories’ prior written consent is prohibited. Suppliers should appropriately protect all data that may come into their possession because of their relationship with Core Laboratories and not improperly use or disclose such information. This includes data relating to Core Laboratories, our employees, customers, and partners, and entails compliance with Core Laboratories instructions and privacy, data protection, and security laws and regulations when personal, confidential, proprietary, or other sensitive information is collected, stored, processed, transmitted, or shared.

### **Licenses, Registrations and Certifications**

Suppliers shall have appropriate licenses, registrations, and certifications required to conduct business in the locations in which they operate and shall furnish such documents upon request by Core Laboratories. Certifications regarding business size or diversity status rendered by the U.S. Small Business Administration are also included. Core Laboratories will terminate any contract because of erroneous certifications or false misrepresentations.

### **Social Responsibility**

Suppliers should operate in an ethical manner and take into account the environment when making business decisions. Suppliers are encouraged to develop or adapt existing business practices in order to improve their work environment, community and society in general.

### **Supplier Diversity**

Core Laboratories is an equal opportunity employer and that extends to the suppliers we choose to collaborate with. Decisions regarding supplier selection are based on merit, performance, and price, ensuring the most qualified vendors are selected. We support economic development efforts through an expansive pool of qualified suppliers, encouraging the creation of jobs, the advancement of entrepreneurship, and the production of high-quality goods and services at competitive prices. Furthermore, Core Laboratories expects its suppliers to uphold similar principles in their business operations.

## **LABOR AND EMPLOYMENT RIGHTS**

Core Laboratories is committed to the optimum utilization of human resources, providing positive, productive and supportive work environments, and respecting human rights throughout our global operations.

To accomplish this, our Human Rights policy, as well as our Code of Ethics and Corporate Responsibility, provides a worldwide framework for responsible operations consistent with the spirit and intent of the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work and the United Nations’ Universal Declaration of Human Rights. Additionally, we adhere to guidelines established in the United Nations’ Guiding Principles on Business and Human Rights.

We expect Suppliers to understand, respect, and uphold these same principles in conducting their business.

### **Freedom of Association and Right to Collective Bargaining**

Suppliers should recognize and respect their employees' right to join associations and choose representative organizations for the purpose of engaging in collective bargaining in a manner

consistent with applicable laws, rules and regulations as well as local customs as appropriate.

### **Child, Forced or Compulsory Labor**

Suppliers shall not use, engage in or support child labor practices. All Supplier employees must be at or above the legal employment age in the country of their employment. Furthermore, Suppliers must not engage in or support forced or compulsory labor as defined by International Labour Convention (No. 29) including bonded, slavery, and human trafficking practices. All work performed must be voluntary, and employees have the right to terminate employment with reasonable notice.

### **Anti-Harassment**

Suppliers must provide fair treatment to employees and create a work environment free from mental or physical coercion. Suppliers shall not engage in harsh or inhumane treatment of employees including workplace, sexual, psychological, racial, or religious harassment.

### **Anti-Discrimination**

Suppliers shall not discriminate against employees based on race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation or political opinion. Core Laboratories expects Suppliers will have employment policies and practices that prohibit discriminatory employment decisions and be in full compliance with the laws and regulations in the countries where they operate. Suppliers shall hire employees based only on their job-related competence and, if requested, must be able to provide its written policy statement on the prevention of discrimination in the workplace.

### **Conflict Minerals**

Core Laboratories is required by U.S. law to track the use of certain minerals known as "conflict minerals." The term "conflict minerals" refers to certain minerals being tin, tantalum, tungsten and gold, the metal ores from which these minerals are extracted, or their derivatives ("3TG") which are mined in conditions of armed conflict and human rights abuses in the Democratic Republic of Congo ("DRC") and its adjacent countries (the "Conflict Region"). Core Laboratories actively works with Suppliers to ensure that minerals in our products come from conflict-free sources. All Suppliers are required to provide information about their use of these

minerals in products sold to Core Laboratories upon commencement of business or as requested.

## **ENVIRONMENTAL COMPLIANCE AND WORKPLACE SAFETY**

### **Environmental Compliance**

Suppliers must comply with all environmental laws and regulations and have applicable environmental permits and registrations for the business sector in which they operate. Suppliers should work to reduce the environmental impacts of their operations including natural resource consumption, material sourcing, waste generation, wastewater discharges and air emissions. Suppliers should take necessary precautions to prevent accidental releases of hazardous materials into the environment.

### **Health and Safety of Employees**

Suppliers should promote a zero incident culture by maintaining a safe, clean and orderly workplace in accordance with all applicable laws and/or industry standards. Suppliers should implement programs that 1) prevent or control employee exposures to workplace hazards (e.g., chemical, biological and physical hazards), 2) manage processes safely and prevent catastrophic events and 3) engineer better (safer) solutions and improvements on existing products and services. Suppliers should also 1) promote access to health programs that positively affect the health of employees, 2) provide occupational health and safety training to all relevant employees and 3) implement a systematic program for identifying risks, resolving root causes and preventing recurrence.

## **GLOBAL TRADE**

### **Anti-boycott**

U.S. anti-boycott laws prohibit Core Laboratories and our non-U.S. affiliates from participating in or cooperating with foreign boycotts not sanctioned by the United States, especially supporting a country's boycott of another country that is friendly to the United States (e.g., the Arab League boycott of Israel). As such, Suppliers shall also comply with U.S. anti-boycott laws as severe penalties can result if

Core Laboratories or any part of our supply chain fails to comply with such laws.

### Export Controls

The Office of Foreign Assets Control ("OFAC") of the US Department of the Treasury administers and enforces economic and trade sanctions based on US foreign policy and national security goals against targeted foreign countries and regimes, terrorists, international narcotics traffickers, those engaged in activities related to the proliferation of weapons of mass destruction, and other threats to the national security, foreign policy or economy of the United States.

Suppliers shall not directly or indirectly provide to Core Laboratories any material or service from a country, person or entity that is subject to U.S. and other regional, unilateral, and multilateral regulations that restrict transactions with specific foreign entities, persons or countries (often referred to as denied, debarred, and/or restricted parties). Furthermore, Suppliers shall not supply any materials or services to any person or entity listed on the OFAC list set forth on the website of the US Treasury Department <https://www.treasury.gov/resource-center/sanctions/Pages/default.aspx> as such supplies constitute a violation of the United States Export Administration Regulations.

Suppliers should implement due diligence compliance practices to screen their employees, customers, suppliers, vendors, agents and other business associates, including all parties in each transaction such as banks, insurance companies, shipping lines, and freight forwarders to ensure compliance with applicable laws and regulations concerning embargoes and sanctions.

### Import/Export Compliance

Suppliers must comply with all applicable export and import regulations. Core Laboratories' and our Suppliers' obligations for import and export clearance are defined according to the respective governing Incoterms rules, unless otherwise agreed in writing in advance by the parties. Suppliers should review these requirements upon order receipt to avoid delays in export shipment or import customs clearance. Suppliers should be aware that in many cases where an export or import license is required, the governing national licensing authority might

require weeks or even months to process, approve, and issue an export or import license.

### Trade Regulations

Suppliers shall comply with the trade regulation laws of the country or legal subdivision in which they operate.

### TERMS AND CONDITIONS

Suppliers shall comply with the terms and conditions of any executed contracts and all purchase orders accepted by the Supplier, including Core Laboratories' General Terms and Conditions of Purchase. This Supplier Code of Conduct shall constitute a part and appendix to existing and future contractual relationships between Core Laboratories and Supplier.