

## SUPPLIERS' CHARTER

### Ethics and Conduct

KAZ MINERALS LIMITED and its group ("KAZ Minerals" or "the Group") expects its suppliers to conduct themselves ethically and with integrity and to respect internationally recognised principles and local laws as well as Group values and internal procedures.

### Corruption

KAZ Minerals prohibits all forms of bribery and corruption by its staff, contractors, customers, suppliers and third parties acting on its behalf.

Bribery and corruption also includes in relation to the conduct of KAZ Minerals business any

- (i) payment of facilitation payments to a public official that are illegal or unlawful;
- (ii) payment of bribes through agents (including consultants, lawyers, advisors, etc.);
- (iii) receipt of money or benefits in kind by individuals or their relatives in order to facilitate business;
- (iv) enhanced commissions or discounts;
- (v) receipt of education, travel or anything else that is of value to the person being bribed or his/her relatives or associates.

Some supplier provided unsolicited gifts may however be tolerated if they are offered openly and in the workplace and their monetary value is negligible or they are otherwise in compliance with the KAZ Minerals policy on gifts and hospitality and policy of conflicts of interest ([www.kazminerals.com](http://www.kazminerals.com)).

We expect our suppliers in connection with any dealings with KAZ Minerals to:

- refrain from offering any form of bribe to, or accepting any form of bribe from, any employee of KAZ Minerals or any public official or other party;
- refrain from offering or accepting any form of bribe indirectly through agents, consultants and other third parties;
- follow KAZ Minerals' principles in respect of bribery and corruption ([www.kazminerals.com](http://www.kazminerals.com));
- train their staff on preventing corruption;
- report to us any requests for bribes or other forms of bribery or corruption;
- keep accurate records of transactions;
- comply with KAZ Minerals' policies ([www.kazminerals.com](http://www.kazminerals.com)) on providing or receiving any gifts or hospitality to or from employees of KAZ Minerals;
- prevent conflicts of interest and inform KAZ Minerals if a risk of a conflict of interest arises;
- maintain confidentiality of all communicated information.

## **Social Responsibility**

All suppliers are required by KAZ Minerals to operate with appropriate regard to the wellbeing of the employees of their group and to the impact of their operations on the environment and the communities which surround them.

### **Labour**

KAZ Minerals expects its suppliers to

- support and respect the protection of human rights in accordance with the UN's Universal Declaration of Human Rights, and to ensure that they are not complicit in any human rights abuses;
- adhere to local health and safety regulations and standards, and implement all precautions to protect the health and safety of their workers;
- adhere to applicable labour laws and regulations and promote diversity, the right to collective negotiation and non-discrimination;
- prohibit the use of all forms of forced or compulsory labour in relation to their workers, including any form of modern slavery, human trafficking, child labour or illegal labour;
- pay workers at least the applicable minimum wage;
- guarantee workers working hours which comply with international standards and local legislation.

### **Environment**

KAZ Minerals expects its suppliers to

- comply with local environmental protection regulations and implement the necessary actions to limit the impact of their activities on the environment;
- promote greater environmental responsibility and the use of goods and services which help to mitigate our environmental impact, as well as better managing and utilising resources such as energy, paper, water and waste;
- promote the development and distribution of environmentally friendly technologies.

### **KAZ Minerals' standards of dealing with suppliers**

KAZ Minerals expects its employees to behave in a professional manner in relation to all of its suppliers and to respect the Group's commitment to ethics and good conduct, the wellbeing of its employees and of the communities in which it operates. Employees should have due regard to the protection of the environment and comply with the Group's zero tolerance policy towards bribery and corruption.

KAZ Minerals will always strive to achieve the following standards in its dealings with its suppliers:

- only use methods and means universally acknowledged to be consistent with good industry practice and avoid any illicit or unfair commercial practices;
- refuse any direct or indirect personal compensation, payment or financial benefit from a supplier and make sure that no personal interests interfere with the process;

- abstain from directly or indirectly soliciting or receiving any personal advantage or interest from a supplier, whatever the form: gifts, discounts, commissions, invitations, travel, etc., whether for the benefit of a KAZ Minerals employee or his/her relatives or associates unless it is in compliance with the Group gifts and hospitality policy ([www.kazminerals.com](http://www.kazminerals.com));
- ensure fair treatment of suppliers and clear and consistent communication, so that all suppliers benefit from the same level of information;
- monitor compliance with competition rules and treat competing companies equally;
- promote KAZ Minerals' values and ensure that it leads by example in respect of the principles set out in this Suppliers Charter.

## **Reporting**

Suppliers are encouraged to report all suspected and actual breaches of the above principles by their employees and by KAZ Minerals, its employees or any other parties. You can

- report directly to the relevant manager/supervisor at KAZ Minerals; or
- using the Speak Up telephone line, call 0800 915 1571 in the UK, 8800 3333 499 in Kazakhstan, 0800 80 80 800 in Kyrgyzstan or 810-800-7233-2255 in Russia or report online at [www.safecall.co.uk/report](http://www.safecall.co.uk/report) or by emailing [kazminerals@safecall.co.uk](mailto:kazminerals@safecall.co.uk). The telephone numbers are toll-free numbers.

**Approved by the Board August 2019**

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