

# DAC CSR Code of Conduct

DAC respects Human Rights and business ethic. This respect defines our engagement with the societies in which we operate, and with our partners throughout our supply chain.

DAC respects the environment and health & safety. We are determined to manage, reduce and report on the impact on the environment and health & safety of both our organization and our supply chain.

## EMPLOYMENT RELATIONSHIP

DAC and suppliers, subcontractors shall adopt and adhere to rules and conditions of employment that respect workers, and, at a minimum, safeguard their rights under national and international labor and social security laws and regulations.

## NO CHILD LABOR

DAC and suppliers, subcontractors may not employ anyone below 16 years of age, or the local legal minimum age, or the age for completing compulsory education, whichever of the three is higher.

## FAIR COMPENSATION

Employees of DAC and all suppliers, subcontractors has a right to compensation for a regular work week that is sufficient to meet the worker's basic needs and provide some discretionary income. Employers shall pay at least the minimum wage or the appropriate prevailing wage, whichever is higher, comply with all legal requirements on wages, and provide any other benefits required by law or contract. Where compensation does not meet workers' basic needs and provide some discretionary income, each employer shall work with their relevant stakeholders to take appropriate actions that seek to progressively reach a level of competitive compensation that does.

## ETHICAL BUSINESS PRACTICES

DAC and Suppliers, Subcontractors will not tolerate corruption and money-laundering, financial responsibility with fake records, counterfeit parts, export controls and economic sanction, conflicts of interest neither in the supply chain nor in its own operations.

## NO FORCED LABOR

DAC and suppliers, subcontractors should guarantee all the working are voluntary, and suppliers, subcontractors should not engaged in human trafficking or employ any type of slave labor, including forced labor, bonded labor, indentured labor or prison labor. Involuntary working including menace, compelling, coercion, abduction, fraudulent or exploit employees through payment from salary for transportation, hiding, recruiting, rational internship, acceptance or employment fee to any person who control the employees or use private or public security forces to restrict employees' freedom of movement. DAC and all suppliers, subcontractors should not detain the original identification and travel documents issued by Government.

## PROTECTION OF INTELLECTUAL PROPERTY

DAC and Suppliers, Subcontractors shall respect intellectual property rights and safeguard customer information. DAC and Suppliers, Subcontractors shall manage technology and know-how in a manner that protects intellectual property rights.

These two commitments are expressed publicly and transparently in the DAC Code of Conduct. All our Employees, suppliers and their Subcontractors are required to comply in full with this Code of Conduct. Where differences or conflicts arise, the highest standard shall apply.

## DISCLOSURE OF INFORMATION

DAC and Suppliers, subcontractors shall respect data protection and data security, accurately record information regarding its business activities, labor, health and safety, and environmental practices and shall disclose such information, without falsification or misrepresentation, to all appropriate parties and as required by law.

## SAFE WORKING ENVIRONMENT

DAC and suppliers, subcontractors must provide a safe and hygienic working environment for all employees. DAC and suppliers, subcontractors must take all possible precautions to prevent accidents at the workplaces, and should actively promote good occupational health and safety practices.

## FREEDOM OF ASSOCIATION&COLLECTIVE BARGAINING

DAC and suppliers, subcontractors must guarantee the right of their employees to join unions, or other work or industry related associations, and to bargain collectively. These rights must be given without fear of harassment, interference or retaliation.

## NO EXCESSIVE OVERTIME

Employees of DAC and all suppliers, subcontractors must not be obliged to work in excess of the regular workweek and maximum overtime allowed by local labor law. A regular workweek shall not exceed 40 hours and one day off shall be guaranteed for every seven-day period. Other than in exceptional circumstances, the sum of regular and overtime hours in a week shall not exceed 60 hours. Overtime shall be voluntary and compensated at a premium rate and not be requested on a regular basis.

## NO DISCRIMINATION

DAC and suppliers, subcontractors must respect diversity, equity, and inclusion both in recruiting process and business operation, do not discriminate against any of their employees. Employees are treated with respect and equality regardless of religion, age, gender identity, pregnancy, marital status, disability, nationality, race, ethnic origin, political views, sexual orientation, minorities and indigenous Peoples. DAC and Suppliers, Subcontractors shall not require pregnancy or medical tests, except where required by applicable laws or regulations or prudent for workplace safety, and shall not improperly discriminate based on test results. meanwhile, takes measures to protect the female employees' rights and interests proactively.

### RESPECT THE ENVIRONMENT

DAC and suppliers, subcontractors must respect local environmental protection legislation or international industry standards, whichever is higher. DAC and all Suppliers and their subcontractors must measure and progressively reduce their impact on the environment, including but not limited to GHG emission reporting, energy efficiency, water quality, consumption & management, air quality, responsible chemical management, sustainable resources management, waste reduction, biodiversity, land use and deforestation, soil quality, noise emissions, animal welfare, reuse and recycling of raw materials, decarbonization, land, forest and water rights and forced Eviction

### NO HARASSMENT

DAC and suppliers, subcontractors dedicated to safeguard a working environment without harassment, abuse, and suppliers, subcontractors should not threat or rigorously or inhumanly treat any workers, including but not limited to verbal abuse and harassment, psychological, mental harassment and physical oppression, sexual harassment, corporal punishment.

### WHISTLEBLOWER PROTECTION AND ANONYMOUS COMPLAINS

DAC and Suppliers, Subcontractors shall provide an anonymous complaint mechanism for managers and workers to report workplace grievances. DAC and Suppliers, Subcontractors shall protect whistleblower confidentiality and prohibit retaliation.

### SUSTAINABLE RESOURCES USE

DAC and Suppliers, Subcontractors shall dedicated to conserve the available resources for the future, current patterns and volumes of consumption and production need to change so that they operate within the earth's carrying capacity.

### CLIMATE CHANGE MITIGATION AND ADAPTATION

DAC and Suppliers, Subcontractors shall be responsible for some GHG emissions (either directly or indirectly) and will be affected in some way by climate change. There are implications for organizations in terms of both minimizing their own GHG emissions (mitigation) and planning for a changing climate (adaptation). Adapting to climate change has social implications in the form of impacts on health, prosperity and human rights.

### BIODIVERSITY, LAND USE AND DEFORESTATION

DAC and Suppliers, Subcontractors shall be more socially responsible by acting to protect the environment and restore natural habitats and the various functions and services that ecosystems provide (such as food and water, climate regulation, soil formation and recreational opportunities)

### PREVENTION OF POLLUTION

DAC and Suppliers, Subcontractors shall improve its environmental performance by preventing pollution, including emissions to air, discharges to water, use and disposal of toxic and hazardous chemicals can affect individuals differently, depending on age and gender; and other identifiable forms of pollution.

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### CONSUMER DATA PROTECTION AND PRIVACY

DAC and Suppliers, Subcontractors shall be obliged to limit the collection of personal data to information that is either essential for the provision of products and services or provided with the informed and voluntary consent of the consumer; refrain from making the use of services or the claim to special offers contingent on agreement by the consumer to the unwanted use of data for marketing purposes; and only obtain data by lawful and fair means; specify the purpose for which personal data are collected, either before or at the time of data collection; do not disclose, make available or otherwise use personal data for purposes other than those specified, including marketing, except with the informed and voluntary consent of the consumer or when required by the law.

### RESPECT FOR PROPERTY RIGHTS

DAC and Suppliers, Subcontractors shall implement policies and practices that promote respect for property rights and traditional knowledge; conduct proper investigations to be confident it has lawful title permitting use or disposal of property. Do not engage in activities that violate property rights, including misuse of a dominant position, counterfeiting and piracy; pay fair compensation for property that it acquires or uses; and consider the expectations of society, human rights and basic needs of the individual when exercising and protecting its intellectual and physical property rights.

### ANTI-CORRUPTION

DAC and Suppliers, Subcontractors shall identify the risks of corruption and implement and maintain policies and practices that counter corruption and extortion; ensure its leadership sets an example for anti-corruption and provides commitment, encouragement and oversight for implementation of the anti-corruption policies; support and train its employees and representatives in their efforts to eradicate bribery and corruption, and provide incentives for progress; raise the awareness of its employees, representatives, contractors and suppliers about corruption and how to counter it; ensure that the remuneration of its employees and representatives is appropriate and for legitimate services only; establish and maintain an effective system to counter corruption.

### ANTI-TRUST AND FAIR COMPETITION

DAC and Suppliers, Subcontractors shall prevent and curb monopoly aims to maintain a fair and competitive market, protect consumer interest and social public interest, stimulating the robust economic development.

### RESPONSIBLE SOURCING OF MATERIALS

DAC and Suppliers, subcontractor shall exercise due diligence on relevant materials in their supply chains. DAC and Suppliers, Subcontractors shall develop particular due diligence policies and management systems in order to identify applicable risks and take appropriate steps to mitigate them. Due diligence shall be conducted to the material processing level in order to determine whether relevant materials originate from regions with high risks, which include areas associated with conflict, worst forms of child labor, forced labor and human trafficking, gross human rights violations such as widespread sexual violence, or other reasonably objective high risk activities, including severe health and safety risks and negative environmental impacts.