



# Our Principles of Responsibility

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# Message from the President

David Arragon, CEO of Crouzet

Our Company interacts constantly with all of its stakeholders around the world: its borders are constantly expanding, its environment is changing ever faster, its business activities are becoming global and its responsibilities are in-creasing.

With this update of Our Principles of Responsibility, we want to affirm our intent to comply with the laws and regulations in force in every country where we operate.

The challenge is clearly to live up to and continue living up to the trust our customers and, more generally, our stakeholders place in us. To assist each employee in this process, we insist on the importance of responsibility and its place at the core of our corporate governance.

Today the Company has over 1,250 employees around the world. Further to our various acquisitions, we have successfully integrated this exceptional professional and cultural diversity and made it one of our strengths.

In addition to Our Values, Our Principles of Responsibility constitute the foundations of our common references.

They give our mission statement its full meaning: help people and organizations make the most of their energy.

Our Principles of Responsibility has been drawn up based on the major principles Crouzet subscribes to (Global Compact, Organization for Economic Cooperation and Development, Human Rights, and the International Labor Organization).

I strongly encourage you to become aware of these principles and actively participate in respecting them. They apply to every one of us.

***“...we insist on the importance of responsibility and its place at the core of our corporate governance.”***

Managers of the Company entities (Business Units, Global Operations, Functions) are responsible for deploying and implementing them. Managers play a key role as members of their team by respecting and ensuring respect for these behavior rules on a daily basis.

I count on each of you to apply Our Principles of Responsibility in your daily work.

# Introduction

- Crouzet is committed to adhering to ethical conduct and respecting internationally proclaimed human rights and applicable laws in its operations
- These Principles of Responsibility provide an outline of the legal and ethical principles that provides guidance for us in our work
- These Principles of Responsibility are not intended to address every ethical issue, but to provide general guidance in cases of uncertainty or doubt as to what actions to take
- These principles can be adapted or supplemented with local practices and legal environments as long as local adaptations are not less strict than the legal or ethical principles established herein
- These principles are applicable to all Crouzet employees

# Toward Employees

Crouzet commits the following toward its employees, who constitute its main asset and strength:

- To define, apply and update human resources policies in all Crouzet entities.
- To promote equal opportunities for all employees based on one's skills in terms of employment, hiring, mobility, training, compensation and occupational health, without discrimination (race, color, age, gender, sexual orientation, origin, disability, trade-union, political opinion or religious belief).
- To promote good faith consultation with employees' representatives following local procedures and labor laws.
- To ensure safe and proper working conditions and supporting the improvement of people's health under the definition given by World Health Organization.
- To ensure to the extent possible that, in all countries where Crouzet is active, employees receive benefits or other coverage for work-related accidents, sickness and disablement.
- To support the development of employability and competencies.
- To keep employees involved in the life of the Company by providing relevant information on a regular basis, especially on challenges and targets.
- To treat as confidential any personal information of its employees and to strictly limit any disclosure to those done accordance with local laws.

# Toward Employees

Employees must commit to respecting and implementing the following principles:

- To follow the principles of equality of treatment and respect of individuals in their relations with their direct reports, their fellow employees, their managers, customers and suppliers.
- To be completely loyal to Crouzet. It is forbidden to render assistance or to be employed by a competitor without explicit permission from the Company. Additionally, employees must not avoid external commitments which may interfere with their availability for the Company. They must refuse any remuneration from any organization or business concern which has a present business relationship or conflict with Crouzet. Except with an agreement of a superior, employees cannot influence the decision-making regarding the business relation between Crouzet and a company employing a member of their family. Expenses claimed from the Company can only be related to activities performed for the Company and according to guidelines.
- To represent their entity and all of Crouzet. They must protect Crouzet's interests, especially in terms of reputation and image. They must refrain from entering or engaging in activities and relationships that could potentially conflict with the interests of the Company or adversely reflect upon it or that could deprive the Company of the full measure of the employee's working time and attention to assigned duties. They should not involve Crouzet in their personal convictions and beliefs.

# Toward Business Partners

## Crouzet commits to its customers:

- To commit its best efforts to increase customer performance.
- To anticipate and take into account customer expectations.
- To act with integrity and respect in all business dealings.
- To respect its on-time delivery and safety commitments.
- To strive to continuously improve its products, services and technology in order to support customers and increase customer satisfaction.
- To respect the principles of open economy and free competition.

## The Company's employees are committed to being partners in their customers' performance:

- Crouzet's employees are involved to customer satisfaction commitments.
- Any undue benefit, financial or non-financial, will not be given by Crouzet employees for the purpose of influencing decisions.
- They will not give or accept gifts, meals, trips or entertainment in strict conformity with the policy defined by the management, except within limits consistent with local practice. They will not seek to improperly influence the Company's relationship to the customer.
- In order to respect the free competition, no agreement or arrangement may be implemented with competitors.
- They will follow the Group's legal department guidance and will refer any questions or concerns to the office of the legal department when in doubt or in case of difficulty.

# Toward Business Partners

Crouzet's suppliers shall support the Company's commitment to customer satisfaction by:

- To act with integrity and to establish fair contractual relations.
- To promote the commitments included in "The Global Compact" pertaining to human rights, labor standards, environment and anti-corruption.
- To place higher priority on suppliers who promote social and environmental responsibility.
- Crouzet reserves the right to implement any necessary actions to verify that its suppliers honor their contractual commitments as well as comply with all applicable laws and regulations in force.
- Innovating to gain competitiveness, globalization to benefit from volume effect and localization to act closer to the final customer are elements of the strategy of Crouzet that it wishes to share with its suppliers.

With its suppliers, Crouzet commits to the following principles:

- To apply Crouzet's Supply & Quality Management procedures.
- To conduct relationships with the Company's suppliers with integrity, and to be motivated solely to achieve business transactions in terms most favorable to the Company.
- Employees will take their personal interests, whether direct or indirect, when choosing a supplier.
- To commit that they or any member of their family shall not receive any personal benefit, financial or non-financial (gift or other entertainment), beyond a nominal value from a supplier. They should seek management approval before accepting or giving any gift, meal or other entertainment (except for non-substantial gifts consistent with local practice) as part of a business relationship.

# The 10 Commitments of the Global Compact

## Human Rights:

- **Principle 1:**

Businesses should support and respect the protection of internationally pro-claimed human rights.

- **Principle 2:**

Make sure that they are not complicit in human rights abuses.

## Labor Standards:

- **Principle 3:**

Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.

- **Principle 4:**

The elimination of all forms of forced and compulsory labor.

- **Principle 5:**

The effective abolition of child labor.

- **Principle 6:**

The elimination of discrimination in respect of employment and occupation.

## Environment:

- **Principle 7:**

Businesses should support a precautionary approach to environmental challenges.

- **Principle 8:**

Undertake initiatives to promote greater environmental responsibility.

- **Principle 9:**

Encourage the development and diffusion of environmentally friendly technologies.

## Anti-Corruption:

- **Principle 10:**

Businesses should work against corruption in all its forms, including extortion and bribery.



# Toward Shareholders

Crouzet commits the following to its shareholders:

- To develop the Company's value.
- To see to equality among its Shareholders.
- To respect strong good governance based on a Board of Directors.
- To provide its shareholders information that is accurate, precise and fair that it wishes to share with its suppliers.

Crouzet employees shall be committed to respect the following:

- That company assets will not be used by Crouzet employees for any purpose or in any operation not in line with the Company's business activity and objectives.
- To support the protection and safeguarding of the Intellectual Property (registered trademarks, patents, copyright and other confidential information), of all projects, know-how of any kind of Crouzet.
- To respect any rules regarding the sending and distribution of confidential information.
- To rigorously apply all applicable financial and accounting recording and boo-king procedures, and to provide full, fair, accurate, timely and understandable disclosure in reports, documents and other public communications.
- To avoid any conflict of interest between their direct and indirect personal interests (including those that could involve their spouse, family, or dependents) and those of Crouzet. Consequently, employees and their immediate family members cannot own a significant interest in a customer or a supplier of Crouzet or in any company in which Crouzet has a known interest. In case of conflict of interest, they must disclose immediately such conflict to their management and should not make any decision engaging the Company, without first receiving the consent of management.
- To not use company funds or assets in operations not in line with the corporate interest of the Company.

# Toward Planet and Society

In full respect of current and future generations, and in acting in line with principles of sustainable development, cultural diversity and country legal systems where it is settled, Crouzet commits to the following:

- To be attentive to the society and its evolutions in order to better fulfil its needs.
- Take part in local community activities where the Company is present.
- To take environmental protection into account in its strategic decisions and their processes (conception, production, distribution and recycling).
- To market safe products that provides a safe environment and optimizes energy consumption as well as natural re-sources.
- To accurately and fairly communicate to various stakeholders regarding the consequences of the Company's activity concerning the environment.
- To comply with and apply laws and regulations related to activities performed and responsibilities exercised are applied by the Company.

**Crouzet employees shall be committed to:**

- Reducing the environmental impact by minimizing the negative consequences of each location, doing everything in their power to reduce consumption of energy and natural resources, waste and emission linked to their activity by using Best Available Techniques (BAT).
- Being proactive with training, integration, support and fighting against social exclusion.
- Taking an active role in local institutions and professional organizations.

# Our Principles of Responsibility

- Honest and liable conduct must be promoted by all Crouzet employees.
- Crouzet commits itself to deploying these Principles of Responsibility, and any employee found not to respect these principles may incur sanctions within the local Crouzet entity and the applicable legal systems in place in each country.
- The implementation of these principles may require a particular interpretation in some cases. Employees of Crouzet who become aware of one or more serious violations of these principles of responsibility may, if they wish, exercise their right to speak out. Employees are invited to consult their direct manager or their local HR representative.
- In addition to its internal resources, Crouzet has put in place for its employees an external “Whistleblower” system called the Ethics Point Reporting System. Employees who exercise their right of expression and make credible re-ports of any breaches of the established principles of responsibility will be protected from workplace retaliation. Any information collected will be treated in a strictly confidential manner.

Our *Principles of Responsibility* has been elaborated taking into account and respecting the following contents:

### Global Compact

<http://www.unglobalcompact.org>

### Guiding Principles of the Organization for Economic Cooperation and Development

<http://www.oecd.org/maintopic>

### Universal Declaration of Human Rights

<http://www.un.org/Overview/rights.html>

### International Labor Organization

<http://www.ilo.org>

Our *Principles of Responsibility* are completed by sector-based policies (in particular environment, quality, purchasing, and human resources).



Crouzet

[www.crouzet.com](http://www.crouzet.com)

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