

Alpine Renewables Business Partner Guide to the Code of Conduct Year 2023

Journey to sustainability



MESSAGE FROM THE CEO

Welcome to our Code of Conduct. It is prepared for everyone to guides us on our daily decision-making process and remain true to our core values and business principles. We adhere to rules and ethics; and compliance is considered to be everyone's responsibility.

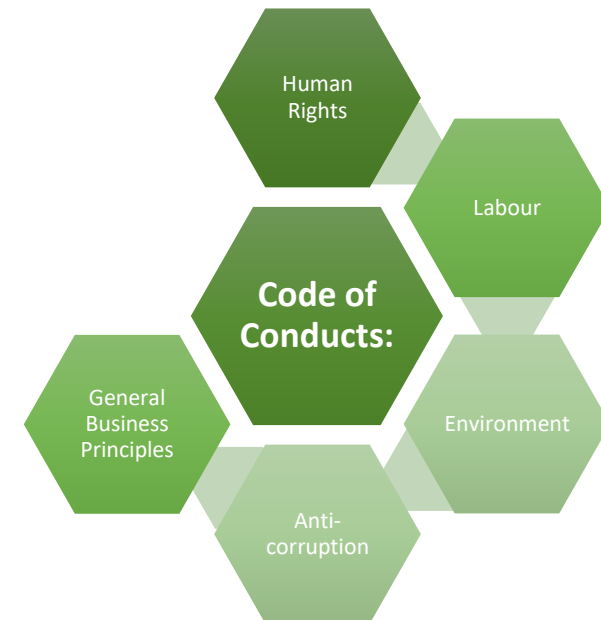
This Code of Conduct is in accordance to the UN Global Compact's ten principles and supports our vision of being the top 3 supplier of sustainable energy raw and processed materials from Asia, adhering to strict sustainability guidelines for the betterment of both environmental and social conditions for our future generations.

We strive to improve every aspect of the business, making sure that this Code of Conduct are followed by us and our partners in daily operations and decision making. We take ownership and responsibility for our work to achieve our goal of building a more sustainable future.

We thank you for your commitments towards our Code of Conducts.

Steven Chiang
Group Chief Executive Officer

The Code of Conduct is designed to help every one of us make the right decisions and remain true to our core values and business principles. We adhere to rules and ethics; and compliance is considered to be everyone's responsibility.





Business Partner Guide to the Code of Conduct

This Guide offers guidance on how to interpret the Partner Code and act according to the principles provided within this Guide.

The Partner Code outlines the requirements for Alpine's partners conducting business as a part of our value chain. Our partners are an integral part of our value chain and our vision. Therefore, enabling positive societal impact and creating more sustainable future depends not only on our own actions but also our partners, whom we wish to commit to the same principles and standards we have set for our business operations.

■ Personnel / Employees

Professional excellence of our personnel is a valuable competitive asset. To remain competent in this area would require us to recruit and retain the best possible employees and to provide the training and development needed to maintain their excellence. Together we create a safe workplace conducive of mutual respect and appreciation.

■ Customers

Our success depends on how well we can fulfil the shifting needs of our customers. We have committed to research, testing, and responsible in offering high-quality products and services at competitive prices. We work with our customers to create value and trust.

■ Business Partners

We conduct due diligence and work with suppliers, distributors and business partners that show consideration and values for people and the environment. When we select our business partners, we expect them to be committed to our Code of Conduct or similar ethical standards and to actively support its implementation within their sphere of influence too.

■ Society

We wish to be a responsible organization to our society. We comply with all relevant legislation, laws and regulations in all subsidiaries in different countries that we are based. We commit ourselves to achieve sustainable, responsible operations and care for the society.



It is our responsibility to follow the Code of Conduct

We work with business partners, such as joint ventures and suppliers that share our commitment to responsible operations, environmental sustainability, and compliance.

We expect all our employees, management, members of the Board, and business partners to act in accordance with the Code of Conduct. If they have not met our expectations or contractual commitments, appropriate measures will be taken.

▪ **Business Partner's responsibilities**

- ✓ Read and familiarize yourself with the Business Partner Guide to our Code of Conduct.
- ✓ As a business partner, we expect and encourage you and your business partners (e.g suppliers, sub-contractors and other business associates) to be committed to our Code of Conduct or other similar ethical standards.
- ✓ Ensure that your company and your partner's work place is safe, ethical, and consistent with the laws and regulations.
- ✓ Feedback to us if you become aware of possible violations of laws, regulations of the Code of Conduct.
- ✓ Cooperate when responding to internal investigation or audit, or local authorities.
- ✓ Be positive role models that act according to the Code of Conduct.
- ✓ Assist your team members to understand and operate accordingly our Code of Conduct.
- ✓ Fulfil requirements and hold people accountable.



General Business Principles

Creating positive impact to society, community and environment



General Business Principles

- **We comply with relevant laws and standards, and we expect the same measures from our partners.**

In Alpine, we act in compliance with all relevant laws and regulations in the context of each operation and country of operation. Everyone willing to conduct business with us, regardless of the country they operate in, shall respect the same legal principles. These are considered as the minimum standards, and we strive to go above and beyond whenever possible. We therefore choose to follow voluntary principles as outlined in our company policies, which our partners are also expected to respect.

What do we expect from our Partners?

- ✓ We expect our partners to comply with all relevant laws and regulations in the context of each operation and country of operation.
- ✓ Whether a requirement of this Code would contradict national laws or regulation, the Partner is expected to comply with whichever is more stringent.
- ✓ If you have any questions regarding laws and regulations, speak to your Legal presentation or our contact person who will contact the Compliance & Legal.



General Business Principles

- **We do not participate in political nor religious activity as a company.**

We actively engage in societal discussions but do not offer financial support to political parties and entities associated with them or make any direct or indirect political or religious contributions.

- **Fair competition**

We take competition law and the right to fair competition seriously, similarly, we expect our partners to meet the same expectation.

What do we expect from our Partners?

- ✓ We expect our partners not to utilize their position or our partnership in promoting political endeavors that contradict the laws and regulations, or the principles set within our Code of Conduct.

What do we expect from our Partners?

- ✓ The partner or its employees shall not engage in any form of anti-corruption practices.



General Business Principles

- **We promote good corporate governance.**

We avoid conflicts of interest between the company and any individual. We will expect the same from our business partners.

Conflict of interest may occur in many ways, such as:

- Outside jobs and affiliations.
- Working with close relatives, especially those involved in politics.
- Having an intimate relationship with another employee who can influence decisions such as salary, performance rating or promotion.
- Investments that may influence your judgment.
- Using information obtained by virtue of your position in the company on the market.

What do we expect from our Partners?

- ✓ We expect our business partner to disclose any potential or existing conflicts of interest, whether it shall be directly or indirectly related to Alpine or its employees.



General Business Principles

- **We commit to operating openly and transparently.**

We communicate our operations and discoveries transparently and openly. We choose to discuss the cases of non-compliance. We hope to expect the same from our partners.

- **We react to non-compliance**

Our stakeholders shall react immediately if they observe any action contravening this Code of Conduct or legislation. Immediate notifications of non-compliances enable management to take corrective actions and remediate the impact of non-compliances. We expect the same from our partners.

What do we expect from our Partners?

- ✓ We encourage our partner to ask questions, make proposals as well as actively bring up non-compliances.
- ✓ Immediately notify any non-compliances to our management which would enable us to take corrective actions and remediate the impact of non-compliance as quickly as possible.
- ✓ Our partners are free to report any non-conformity to our email at general@alpinerenewables.com.



Human Rights

- **We support and respect the protection of internationally proclaimed human rights.**

We are committed to respecting the internationally recognized human rights. We ensure to uphold the freedom of association; the elimination of all forms of forced and compulsory labor; and zero child labor. We strive to promote human rights in our operations and expect our partners to do so as well.

- **Forced labour and modern slavery**

All employees involved in Alpine's value chain have the right to be free from slavery, servitude and forced labour, or any exploitation depriving the basic human rights.

Guiding Principles for Business and Human Rights

<https://unglobalcompact.org/library/2>

What do we expect from our Partners?

- ✓ We expect our business partner to adhere to these same fundamentals within their sphere of influence and react immediately if any human rights abuses shall occur.

What do we expect from our Partners?

- ✓ We expect our business partner to refrain from all forms of bonded and indebted labor; such as withholding wages and depriving the freedom of a worker through physical confinement or forced overtime.
- ✓ It is prohibited for our partners to charge recruitment fees from their employees; falsify indebtedness, subject employees to threats, restrict their physical freedom, or withhold employee's personal documents such as passport without the consent of the employee. Employee must maintain the access and right to take back the documents at any time.
- ✓ The partner shall ensure that all employees are made aware of their terms of employment prior to commitment to work. All illegible and illegal work contracts are strictly prohibited.



Human Rights

▪ Child labour

Alpine respects the distinct rights of children and requires these rights to be adhered to throughout our value chain.

What do we expect from our Partners?

- ✓ Our business partner is prohibited to employ workers under the minimum age of 15, as defined by the International Labour Organization. Children have the right to education, development and health, and all Partners within the Alpine value chain shall not have adverse impacts on these rights.
- ✓ All forms of slavery, illicit activities, and work likely to harm the health, safety or morals of the child as a consequence of its nature or the circumstances under which it is carried out are strictly prohibited.
- ✓ We oblige all our Partners in adhering to minimum age provisions of national labour laws and regulations and, where national law is insufficient, take into account international standards.
- ✓ In addition, exercising influence on subcontractors, suppliers, and other business affiliates to combat child labour in areas where potential child labour exists is highly recommended.



Labour

Value Diversity & Equal Opportunities



Labour Rights

▪ Fair wages and working hours

To ensure fair employment, all employees involved in Alpine's own operations and value chain must be provided with fair wages, at least in line with the national minimum standard. Alpine adheres to applicable laws regarding employment, and ensures employees rights to proper wages, favorable working hours, appropriate holidays and the right to social security as stated in the national legislation. We expect our business partners to do the same.

What do we expect from our Partners?

- ✓ We expect our business partner to ensure and provide fair employment and equal opportunities to their employees, as well as, to influence their partners or suppliers within their chain of supply.
- ✓ The business partner shall adhere to applicable laws regarding employment contracts, and ensure employees' rights to proper wages, legal working hours following countries' regulations, appropriate holidays and the right to social security.

International Labour Organisation

<https://www.ilo.org/declaration/lang--en/index.htm>



Labour Rights

- **We uphold the freedom of association and the effective recognition of the right to collective bargaining.**

We respect the right of all our employees and workers to freely and voluntarily establish and join a trade union of their choice for the promotion and defense of their occupational interests, without fear of intimidation or reprisal, in accordance with national law. We aim to improve the climate in labor management relations, especially within countries without an adequate institutional and legal framework for recognizing trade unions and for collective bargaining.

What do we expect from our Partners?

We expect our partners to respect the right of all workers to form and join a trade union of their choice without fear of intimidation or reprisal, in accordance with national law;

- ✓ Put in place non-discriminatory policies and procedures with respect to trade union organization, union membership and activity in such areas as applications for employment and decisions on advancement, dismissal or transfer;
- ✓ Provide workers' representatives with appropriate facilities to assist in the development of effective collective agreement and feedbacks.
- ✓ Not interfere with the activities of worker representatives while they carry out their functions in ways that are not disruptive to regular company operations.



Labour Rights

▪ Equal and fair treatment without the fear of discrimination

Our operations are based on Alpine's core values and our behavior towards each other is professional and fair. The responsibility of treating everyone equally in entire of our workplace community.

We do not discriminate against anyone based on race, gender, sexual orientation, religion, ethnic origin, citizenship status, age, health, or any other condition that could lead to discrimination. We value each other's work and respect each other's individuality.

We expect our partner to adhere to these same principles.

▪ Health and safety

In Alpine, everyone is an assets to the company. We are committed to offering a safe working environment for all people. We do not tolerate any form of abuse, and we are committed to respecting our employees' and business partners' privacy and the confidentiality of personal data.

We are also committed to contributing to the safety of our suppliers' employees by offering safety training and sharing knowledge.

What do we expect from our Partners?

- ✓ The partner shall provide equal opportunities and treatment in employment and not discriminate against anyone based on race, gender, sexual orientation, religion, ethnic origin, citizenship status, age, health, marital status, pregnancy or any other condition that could lead to discrimination.
- ✓ All employees have the right to be treated with dignity, and harassment and bullying shall not be tolerated in any form, indirect, direct, verbal or psychological.

What do we expect from our Partners?

- ✓ The partner shall provide its employees with a healthy, safe and secure workplace in compliance with all laws and regulations applicable to its operations.
- ✓ We do not tolerate any form of substance abuse at Alpine. Be sure that your performance is not impaired, for example, lack of sleep or intoxicants.
- ✓ We are also committed to contributing to developing the safety of our suppliers' employees by offering safety training and sharing knowledge.
- ✓ We expect and encourage business partners to comply with applicable HSSE requirements.



Environment

Loving our planet



Environment Sustainability

▪ Loving our planet

Environmental sustainability is of the utmost importance to Alpine's operations and value chain. We expect and encourage our business partners to engage in proactive and precautionary approach to the current environmental challenges.

What do we expect from our Partners:

- ✓ The partner is encouraged to recognize and monitor the environmental impact of their operations. Taking effort to prevent any adverse effects and actively seek practices with positive impacts to the environment.
- ✓ In the event of an accident, immediately undertake effective actions together with the authorities and other stakeholders.
- ✓ The partner shall comply with all relevant environmental legislation and regulations, or applicable standards if there are no official regulations permits in the jurisdiction of the operations.
- ✓ The partner is encouraged to promote greater environmental responsibility and awareness. To support every employee's responsibility for environmental protection. Also, to communicate on environmental matters transparently within their sphere of influence.

A hand holding a crystal ball that reflects a forest scene. The reflection is inverted and shows trees and foliage. The background is a soft-focus outdoor setting.

Anti-Corruption Being Transparent, Trustworthy



Anti-Corruption

- **We work against corruption in all its forms, including extortion and bribery.**

At Alpine, we build relationship based on our value of trust, and we are determined to maintain and enhance our reputation. For this reason, we never accept or pay bribes to advance our actions. We encourage our partners to have zero tolerance to bribery and corruption.

We act in the best interest of our company, and do not let our personal or related party interests influence our decision making.

Gifts of moderate value and hospitality associated with our business operations are acceptable. Employees who receive or give cooperate gifts, are required to appropriately assess the values, grounds, and need for such gifts or representation. We hold the basic principle of making decisions on commercial grounds, respecting the laws of the countries where we operate.

What do we expect from our Partners:

- ✓ The partner shall ensure that its directors, employees and third parties acting on its behalf do not offer, promise, give or accept any bribes nor make or accept improper payments to gain improper advantages and advancements.



Contact us

Please do not hesitate to seek guidance if you are not sure about an action or a decision, ask yourself:

- Is it legal?
- Am I comfortable with this?
- Does it harm our employees, brand or other stakeholders?
- Does it do harm to the environment and society?

We welcome feedbacks and open discussion on our Code of Conducts.

**Report any irregularities anonymously:
Email: general@alpinerenewables.com**

