

Austrian Georgian Development LLC

SUPPLIERS CODE OF CONDUCT

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Introduction

In line with our dedication to ethical and sustainable business practices, we urge all our suppliers to embrace our "Suppliers Code of Conduct," which encompasses key areas such as Human Rights, Labor, Environment, and Ethical Conduct.

By adhering to these principles and promoting their integration throughout our supply chain, we aim to contribute positively to the global community and advance the goals of sustainable development.

Human Rights:

Suppliers commit to respecting and supporting internationally proclaimed human rights. Business activities must uphold the rights and dignity of individuals within organizations and communities.

Labor:

Suppliers uphold freedom of association and recognize the right to collective bargaining. Dedication to eliminating forced labor, promoting diversity, and ensuring a discrimination-free workplace.

Environment:

Suppliers adopt a precautionary approach to environmental challenges. Commitment to minimizing environmental impact, promoting sustainability, and supporting eco-friendly technologies.

Anti-Corruption:

Suppliers are committed to combating corruption. Implementation of robust anti-corruption measures, including policies, training, and reporting mechanisms.

Reporting and Accountability:

Suppliers acknowledge the importance of transparency and accountability. Regularly reporting to the Austrian Georgian Development LLC's (the Company) on business practices, openly addressing challenges, including any breaches.

This Suppliers Code of Conduct emphasizes Company's commitment to ethical, social, and environmental considerations, promoting responsible and sustainable business practices among its suppliers.

Suppliers code of conduct

The Suppliers Code of Conduct expects all Suppliers of the Company to strictly adhere to:

Who are suppliers?

A supplier is a person or entity that provides goods or services to another company. They are vital partners in the supply chain, offering essential products or services for business operations or resale. Suppliers can include manufacturers, wholesalers, service providers, and vendors.

Diversity

All Suppliers of the Company are expected to proactively enhance the diversity of their teams across different markets, upholding the highest standards of efficiency and technical competence. They must

cultivate a workplace that promotes positivity, productivity, and motivation, valuing a spectrum of experiences among their employees.

Disciplinary and Grievance Procedures

All Suppliers of the Company should eliminate acts of discrimination on the grounds of race, color, ethnic or national origins, disability, age, gender (including pregnancy), marital status or sexual orientation by any employee will result in disciplinary action, including termination.

Equal Opportunities

All Suppliers of the Company are committed to providing equal opportunities for employees and candidates during their employment. Meaning that all job applicants and employees of the company will receive equal treatment regardless of race, color, ethnic, or national origins, disability, age, gender (including pregnancy), marital status or sexual orientation.

Work-Family Life Balance

All Suppliers of the Company should assist employees in achieving work and family balance and provide an enabling environment that supports staff to more effectively manage and attend to the personal and family aspects of their lives.

Compliance

Regulations:

All employees Suppliers of the Company must adhere to all applicable laws and regulations in their business conduct, ensuring compliance both in letter and spirit across all territories of operation. If the ethical and professional standards outlined in the relevant laws and regulations are not as stringent as those in this Code, the standards of the Code shall take precedence.

Health and Safety:

All Suppliers of the Company are committed to fostering a safe and healthy working environment for their personnel. They shall diligently adhere to and comply with all health, safety, and environmental regulations in every jurisdiction where they operate, prioritizing the well-being and safety of their employees.

Environment:

All Suppliers of the Company are unwaveringly committed to fostering environmental stewardship. They are mandated to adhere to the client's Environmental Policy, ensuring not only strict compliance but also active participation in environmentally responsible practices, when possible. They should be committed to the best practices in minimizing its impact on the environment and preventing the wasteful use of natural resources.

Financial Records:

The internal accounting and audit procedures must accurately record all Suppliers' business transactions and asset disposition. They should incorporate internal controls to assure the Client's executive director, upon request, that transactions are both accurate and legitimate. There shall be no willful omissions of any within the cooperation from the books and records and no hidden bank accounts and funds. Any willful, material misrepresentation of, and/or misinformation on, the Suppliers' financial accounts and reports shall be regarded as a violation of the Code and may invite appropriate civil or criminal action under relevant laws.

Whistleblowing:

All Suppliers of the Company are expected to conduct business justly, truthfully, and transparently, adhering to all legal and regulatory responsibilities. It is essential to establish a robust system for confidentially reporting misconduct or wrongdoing, including a comprehensive whistleblowing policy and a reporting channel. The goals of the whistleblowing policy are to foster transparency, provide clear instructions for addressing concerns, ensure compliance with laws and regulations, and empower colleagues to promptly report suspicions of misconduct. Suppliers encourage employees to report concerns related to criminal activities, corruption, financial malpractice, and jeopardizing health and/ safety. Employees who wish to raise concerns or discuss issues should contact their direct managers or HR representative or ESG manager. If there are no designated HR representatives or ESG managers available, employees who wish to raise concerns or discuss issues should contact their direct managers or when needed executive manager for assistance and guidance. Anonymous written disclosures can be placed in a designated grievance box at the office. Matters raised will be thoroughly investigated by the management team, and if necessary, reported to law enforcement or external investigative bodies. Disclosures made in bad faith or for personal gain will be treated as disciplinary offenses, potentially resulting in summary dismissal.

Anti-bribery and Anti-corruption:

The Company is dedicated to conducting business with the utmost honesty, integrity, and strict adherence to anti-bribery and anti-corruption laws. We expect all our suppliers to uphold these principles, complying with relevant laws, including those specific to Georgia. Prohibiting any form of bribery or corruption, we define 'bribe' as any offering made to influence decisions or gain an unfair advantage, whether directly or indirectly. This commitment extends to complying with local regulations, with stricter requirements taking precedence.

Employment-Related Issues

All aspects of employment should adhere to the Suppliers Human Resources Policy, and/or HR representative, and working agreements, ensuring compliance with Georgian legal requirements. The Company values alignment with international standards, particularly those set by the International Labour Organization (ILO). In the absence of a formal Human Resources policy, it is crucial for the Company's management to promptly develop concise guidelines to govern employment matters and maintain compliance with Georgian laws.

Privacy and Information Security

The Company requires all suppliers to prioritize employee privacy and confidential information protection. Files, medical records, complaints/investigations, and disciplinary actions are accessed solely for authorized business needs, avoiding inappropriate use or disclosure. Employee privacy is respected on the job, and private conduct is unregulated unless it affects work performance or conflicts with the Company's Values and the Code. Compliance with local laws and avoiding actions perceived as privileges abuse are crucial. Unauthorized disclosures of confidential information are strictly prohibited.

Reporting Violations and Breaches

If any member of the Supplier team identifies or witnesses a violation of our anti-bribery and anti-corruption policy, immediate reporting through designated channels is imperative. Confidentiality of reports is prioritized for the protection of those coming forward. Upon receiving reports, a prompt and thorough investigation will be initiated. The Supplier shall treat each violation as an opportunity to gain experience and enhance our systems, deploying swift corrective actions. Simultaneously, we reinforce preventive measures, underscoring our commitment to ethical conduct. Addressing violations is integral to safeguarding our organization's integrity. By valuing reporting and ensuring effective corrective actions, Suppliers should uphold the commitment to anti-bribery and anti-

corruption, fostering a culture of accountability and trust. A violation report must follow the procedures specified in the company's Human Resources policies and/or employment contracts, as well as meet the Georgian legal requirements. In the absence of established HR procedures, it is imperative for companies to promptly develop clear protocols and/or orders for handling violation reports to ensure ethical conduct and mitigate risks effectively.

Other Miscellaneous

Ethical Conduct:

Every employee, shareholder, and director of Suppliers shall deal on behalf of the company with professionalism, honesty, integrity as well as high moral and ethical standards. Every employee of the suppliers shall be responsible for the implementation of and compliance with the Code in his/her professional environment. Failure to adhere to the Code could result in severe consequences, including termination of employment.

Protecting Company Assets:

The assets of any company should not be misused but employed primarily for the purpose of conducting the business for which they are duly authorized. These include tangible assets such as electronics, systems, facilities, materials, resources as well as intangible assets such as information technology and systems, proprietary information, intellectual property rights, relationships with third parties, etc. The management of a company bears the responsibility of ensuring the ethical and efficient utilization of these properties for the advancement of the company's objectives.

Civic Participation:

Any employee of the Supplier of the Company shall in his/her private life be free to pursue an active role in civic or political affairs as long as it does not adversely affect the business.

Publishing and dissemination of information:

Any employee of any Supplier may not publish or disseminate any article, statement or information that may affect the business or interests of Austrian Georgian Development except with the explicit permission of the Client.

Integrity of Data Furnished:

Every employee of the Supplier of the Company shall ensure at all times the integrity of data or information furnished by him/her. Misrepresenting information (whether in content or form), committing plagiarism, or knowingly omitting crucial information may result in serious disciplinary proceedings, including civil liability.

Office Attire:

All employees of the Supplier of the Company are expected to maintain a well-kept and professional outward appearance. The dress code may vary from office to office, but all employees are expected to dress neatly and professionally in order to positively represent the firm. Personal protective equipment should be used when applicable. Outfits of an overtly sexual nature, visibly dirty clothes, and un-kept hair will not be tolerated.

Additionally, all employees of the Supplier of the Company at the hydropower plant must wear personal protective equipment (PPE) as mandated by safety protocols, including helmets, goggles, gloves, and protective clothing. Non-compliance poses risks to individuals and the workforce, leading to disciplinary action. Prioritizing safety is paramount.

Exercise of Authority:

Every employee of the supplier must commit to wield this authority with the utmost discretion and respect in all management-staff, client, governmental, investor, and contractor relations. Indiscreet or disrespectful exercise of authority can result in highly negative consequences for clients, contractors, partners, and colleagues, and since employees are often perceived as the voice of an organization. Employees must be sensitive to the potential damage that an indiscreet or disrespectful exercise of authority can inflict on others.

Leaves and Absences

Sick and Hospitalization Leave:

All Suppliers employee's employment contracts should include provisions for Sick and Hospital Leave in compliance with the relevant local laws and regulations.

Maternity Leave:

All Suppliers of the Company should be committed to providing its employees with paid maternity leave, unless prohibited by law. During this period, employees will continue to receive their regular salary. The maternity leave will commence on the day of birth unless an alternative arrangement is agreed upon. If an employee is unable to work, either partially or entirely due to pregnancy, the same guidelines as those for sick leave will be applied in accordance with Georgia's labor code.

Paternity Leave:

All Suppliers should be dedicated to providing their employees with a paid paternity leave unless prohibited by law. During this period, employees will continue to receive their regular salary. The paternity leave will begin on the day of the child's birth unless there is an alternative arrangement agreed upon. Regardless of the circumstances, the issue should be resolved in accordance with Georgia's labor code.