



Q-Free Business Partner Declaration & Questionnaire

| | |
|------------------|--|
| Document number: | 2015-149.01-003-01 |
| Filename: | 2015-149.01-003-01 Q-Free Business Partner Declaration & Questionnaire |
| Revision number: | Rev 1 |
| Edited by: | TERN |
| Checked by: | TF |
| Approved by: | TF |

Revision history:



TABLE OF CONTENTS

| | | |
|---|--|---|
| 1 | Business partner declaration & questionnaire | 3 |
| 2 | Business Partner details | 3 |
| 3 | Questionnaire | 3 |
| 4 | Declaration..... | 5 |

1 BUSINESS PARTNER DECLARATION & QUESTIONNAIRE

Having international operations in existing, new, mature and immature markets Q-Free ASA and its affiliates (Q-Free) are often dependent on business partners to cooperate with, and to front such markets on behalf of Q-Free. Having business partners representing and fronting Q-Free obliges also Q-Free to take the responsibility to ensure that such representations are conducted properly as Q-Free may be held legally responsible for the actions of its business partners.

Being a company listed on the Oslo Stock Exchange there is an increasing focus on corporate social responsibility and ethics. Q-Free, among other issues within CSR and HSE, focuses on human rights, labour standards, environmental issues, corporate governance and prevention of corruption. As Q-Free continues to extend, and increase its operations internationally by expanding our system and product portfolio, the number of employees and offices, it is important that the business partners of Q-Free apply the same standards as Q-Free and that we also may document this.

To ensure that Q-Free comply with relevant laws, and our corporate social responsibility, these commitments and standards need to flow down to and be adopted by all subsidiaries, and partner companies and people representing Q-Free. Therefore, Q-Free requires all its business partners to support and live by Q-Free's corporate social responsibility platform, which is the purpose of this "Business Partner Declaration & Questionnaire" set out herein.

Q-Free ask for this document to be completed in view of your proposed business relationship with Q-Free.

2 BUSINESS PARTNER DETAILS

| | |
|--|--|
| Business Partner | |
| Legal entity | |
| Date & place of incorporation | |
| Business/registration number | |
| Registered address | |
| Nature of activities | |
| Director(s) of the legal entity | |
| Shareholders of the legal entity | |
| Are you entrusted any public function? | |

3 QUESTIONNAIRE

| | Labour standards | | Comment to non-compliance (if any) |
|---|--|---|------------------------------------|
| 1 | Do you avoid the use of child labour in accordance with applicable national standards and the principles of international conventions? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |

| | | | |
|---------------------------------|--|---|---|
| 2 | Do you avoid the use of forced labour in accordance with applicable national standards and the principles of international conventions? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 3 | Do you ensure safe and healthy working conditions for workers, in particular with the aim of avoiding risks and preventing accidents? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 4 | Do you recognise workers' union rights, freedom of expression and freedom of association? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 5 | Do you ensure equal treatment for all workers, in particular with regard to salaries, recruitment, professional training, promotion and working conditions, irrespective of criteria such as the ethnic origin, sexual orientation, gender, age, union membership, and political and religious views of individuals? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 6 | Do you guarantee minimum pay for workers in accordance with applicable national standards and statutory regulations? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| Environment | | | Comment to non-compliance (if any) |
| 7 | Do you operate an environmental policy designed to limit the health and environmental impact of your activities in terms of consumption of natural resources, atmospheric emissions, liquid effluent, waste management, etc.? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 8 | Have you implemented a programme to prevent health and environmental risks associated with your activities and products (chemical products, radioactive sources, electromagnetic radiation, etc.?) | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 9 | Do you provide information, awareness and training to workers in relation to environmental risks and initiatives, and do you inform customers of the risks associated with your products? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| Prevention of corruption | | | Comment to non-compliance (if any) |
| 10 | Have you implemented procedures relating to bribery prevention and fighting, money | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |

| | | | |
|----|--|---|--|
| | laundering and tax havens, and export controls? | | |
| 11 | Do you have a specific organisation for the prevention of corruption? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 12 | Have you in the past been convicted or charged for bribery or corruption? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 13 | Have you, to your knowledge, been investigated for any alleged bribery or corruption? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| 14 | Have you, for yourself or other persons, requested or received an improper advantage or accepted an offer of an improper advantage in connection with a position, office or assignment, or given or offered anyone an improper advantage in connection with a position, office or assignment that may be considered to be a bribe or corruption? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| | | | |
| | | | |

Q-Free may unilaterally terminate any contract, upon written notice, without further obligation, should any of the answers above be untruthful.

4 DECLARATION

I hereby confirm that:

- a) The details and answers given above are true and correct in every respect;
- b) I have not been convicted of any offence (except for car driving offences) or adjudged bankrupt or are subject to an investigation by a governmental, professional or regulatory body;
- c) I am not listed on any financial or criminal sanction or debarred list of any nation or international authority or institution;
- d) I have not been/am not connected with any business concern which has been adjudged bankrupt or has been subjected to an investigation, compulsorily wound up, or has entered into a compromise with its creditors;
- e) I am not involved, associated or connected with any person, company or other entity that is listed on any financial or criminal sanction or debarred list of any nation or international authority or institution;
- f) I am the beneficial owner of the intended business purpose and I do not act for and on behalf of any other person or in the interest of any other person; and
- g) In the event that any of the details provided in this document, including the declarations made in this section were to change, or I become aware that these shall change, I agree to provide you with up-to-date information as and when such details do change.

In case you are not in a position to confirm any of the above, kindly specify the reason:



Name

Signature

Date