



IHS Markit™

# Vendor Code of Conduct

January 2017

## Vendor Code of Conduct

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## Vendor Code of Conduct

The following guidelines set forth the framework of acceptable conduct IHS Markit expects from its suppliers, vendors, and all other third-party companies that comprise the IHS Markit supply chain ("Vendor(s)").

These guidelines are based on IHS Markit's commitment to integrity. We regard our Vendor base as a critical and necessary extension of our operations and future success and we thank you for continuing to make compliance and integrity a top priority as you work with IHS.

All work performed for IHS Markit by a Vendor must be in full compliance with this IHS Markit Vendor Code of Conduct (or "Vendor Code") and all applicable laws, rules and regulations.

In particular, IHS Markit expects its Vendors to:

- Extend the principle of fair and honest dealings to all others with whom the Vendor does business, including employees, sub-contractors and other third parties;
- To the extent reasonably practicable Implement the standards within the Vendor Code within the Vendor's own supply chain; and
- Comply with the specific requirements set out within this Vendor Code.

Failure to comply with the Vendor Code during the course of business with IHS Markit may lead to your disqualification as an approved Vendor.

## Vendor Compliance Obligations

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### ***Anti-Corruption***

The offering and acceptance of kickbacks, bribes and other illegal payments subverts the very essence of competition and is strictly prohibited. This includes gratuities to individuals with the purpose of obtaining or retaining business or unduly influencing a business decision.

### ***Conflicts of Interest***

Vendors must avoid any situation where its interests (financial or otherwise) conflict with the duties that it owes to IHS Markit.

Without limitation a conflict may arise when (i) a Vendor employs or is partially or fully controlled by an IHS Markit employee or his or her family member, or (ii) when a Vendor, its employees and its employees' family members receive improper benefits through the Vendor's relationship with IHS Markit

No Vendor is permitted to allow other interests to conflict with acting in the best interests of IHS Markit.

### ***Data Privacy***

All Vendors are expected to ensure that any third party who processes data on behalf of IHS Markit has implemented appropriate technical and organizational measures to protect personal data.

This includes protecting personal data from accidental or unlawful destruction, loss or alteration, unauthorized disclosure or access, in particular where the processing involves the transmission of data over a network, and against all other unlawful forms of processing.

### ***Employment Practices***

All Vendors are expected to treat those it encounters in the workplace with respect, fairness and dignity.

In particular, Vendors are expected to extend equal opportunity, fair treatment and a harassment-free work environment to all employees, consultants and other business associates without regard to race, color, religion, national origin, gender (including pregnancy), sexual orientation, age, disability, veteran status or other protected characteristics.

### ***Environmental Compliance***

All Vendors must recognize that environmental responsibility is integral to producing world-class products today, and for the long term. In manufacturing operations, adverse effects on the community, environment and natural resources are to be minimized while safeguarding the health and safety of the public.

IHS Markit expects all Vendors to obtain, maintain and keep current all required environmental permits (for example, discharge monitoring) and registrations, and to follow all operational and reporting requirements. Waste of all types, including water and energy, is to be reduced or eliminated at the source or by practices such as modifying production, maintenance, and facility processes; materials substitution; conservation; recycling; and reusing materials.

### ***Fair Competition***

IHS Markit expects all Vendors to compete fairly and ethically for all business opportunities. Vendor's employees involved in the sale or licensing of products and services and the negotiation of agreements and contracts to IHS Markit must ensure that all statements, communications and representations to IHS Markit are accurate and truthful.

### ***Health and Safety***

IHS Markit expects Vendor to conduct their business operations in a safe and professional manner.

### ***Human Rights***

Vendor must be committed to uphold the human rights of workers and to treat them with dignity and respect including without limitation the prohibition of slavery and human trafficking. All Vendors must in addition comply with the IHS Markit Human Rights and Labour Protection Policy.

## **How to raise a concern**

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Subject to local laws and any legal restrictions applicable to such reporting, each Vendor is expected to promptly inform IHS Markit of any Vendor Code violation involving or

affecting IHS Markit whether or not the concern involves the reporting Vendor, as soon as the Vendor has knowledge of such concern.

The Vendor also agrees to take such steps as IHS Markit may reasonably request to assist it in the investigation of any reported concern. Reports should be made to [supplymanagement@ihsmarkit.com](mailto:supplymanagement@ihsmarkit.com).

IHS Markit forbids retaliation against any person reporting a concern in good

faith. **Document Management:**

Policy Name	Vendor Code of Conduct
Policy Owner	Procurement
Applies To	All IHS Markit Vendors
Effective Date	January 2017
Related Documents	Human Rights and Labour Protection Policy
Approved By	Jeff Sisson
Supersedes	IHS Supplier Code of Conduct
Contact person for questions or policy interpretation	Colin Walker
Date Policy was last reviewed	January 2017