

# Supplier Code of Conduct

We strive to maintain a professional and pleasant work environment, where employees and our valued suppliers can work effectively and comfortably, meet professional goals, and develop positive relationships as co-workers. We have established standards of conduct and professionalism. Anyone who violates any company policy or procedure, as revised from time to time, can be disciplined up to and including the termination of their relationship with Pantheon.

By providing these examples, Pantheon in no way restricts its legal discretion or rights under its contractual agreements with our suppliers. Unacceptable conduct not specifically listed may, nonetheless, result in disciplinary action, up to and including termination of the agreement with Pantheon. If you need clarification of a specific issue related to these standards, would like to report behavior by another supplier or an employee of Pantheon not consistent with this Code of Conduct, you may reach out to [legal@pantheon.io](mailto:legal@pantheon.io).

Below is a non-exhaustive list of unprofessional and unacceptable conduct:

1. Any act that may create a dangerous situation for the employee, suppliers and others in any work related setting;
2. Insubordination or other disrespectful conduct towards other employees, clients or suppliers;
3. Sexual or other unlawful or unwelcome harassment;
4. Conduct that could materially and adversely affect Pantheon's customer relations, operations or business prospects;
5. Failure to follow safety rules, regulations or procedures and not reporting any unsafe conditions;
6. Violation of Workplace Violence Policy, including making threats, engaging in altercations or violent, abusive or disorderly conduct toward employees, customers or vendors or possessing, using, selling or buying weapons of any kind in work-related settings, during working hours, or while performing work-related functions;
7. Violation of Drug and Alcohol Free Workplace Policy, including possession, use, sale or purchase of alcohol, drugs, including marijuana or the misuse of prescription medication in any work-related setting, during working hours, or while performing work related functions;
8. Conviction of a crime that reflects unfitness for the job or threatens anyone's health and safety or property;
9. Embezzlement, theft, misuse, destruction or removal of property belonging to Pantheon or others without proper authorization in any work-related setting;
10. Falsifying, altering, or making a material omission on employment, contractual, medical, payroll, financial or time keeping records;
11. Violation of policy regarding use of the company's computer, electronic-mail, Internet, phones and voicemail systems;
12. Poor performance, unsatisfactory work quality or quantity, sleeping on the job;
13. Unexcused, excessive absenteeism or tardiness or without advance notice;
14. Violation of conflict of interest rules, including, accepting money, or accepting personal gifts from clients, vendors or suppliers in exchange for services;
15. Unauthorized disclosure of Pantheon's confidential, proprietary and trade secret information with the specific acknowledgment hereto that you will continue to protect such information and assign all rights, title and interest to any intellectual property developed in the course of your work to Pantheon as may be further specified in your supplier agreement with Pantheon; and

16. Violation of any of Pantheon's policies or procedures, including any of the policies described in this Code of Conduct, as revised from time to time.