



CODE OF CONDUCT

Dec 2021 Version

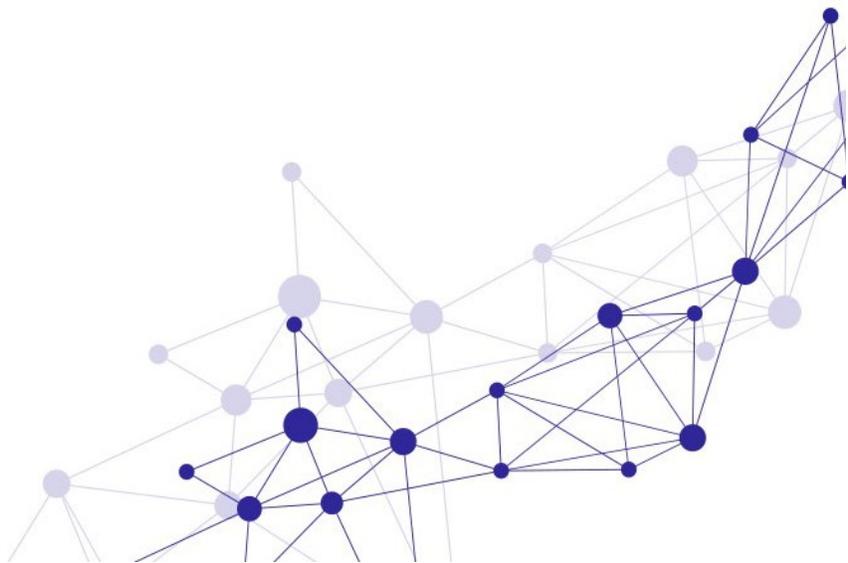
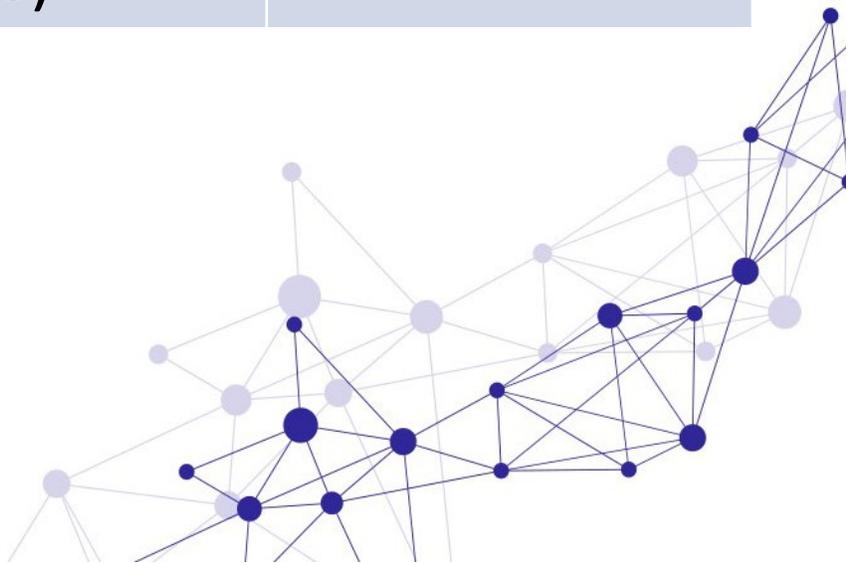
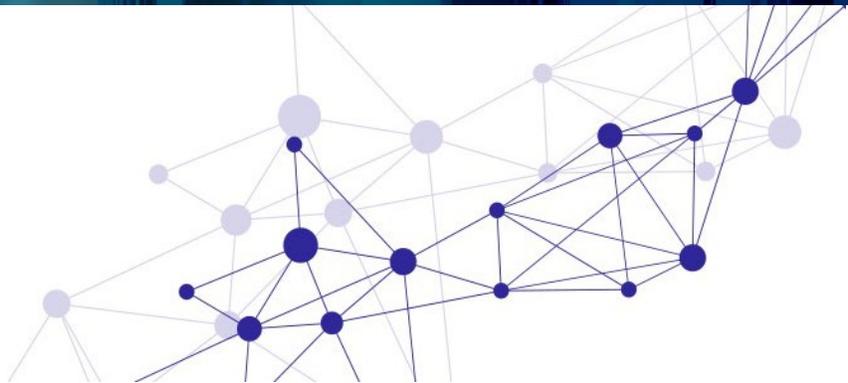


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Introduction



Mission

Accelerate the development of sustainable global customer-centric solutions that enable the delivery of life-saving drugs and treatments and ensure the safety and quality of our food supply.

You can help us achieve this mission by raising concerns about practices covered in this Code with the resources referenced in the **“How to Report”** section of this Code. Always use common sense and remember that ethical behavior means making thoughtful decisions on which you would stake your own reputation.

Never hesitate to ask questions or use our Whistleblower Hotline.

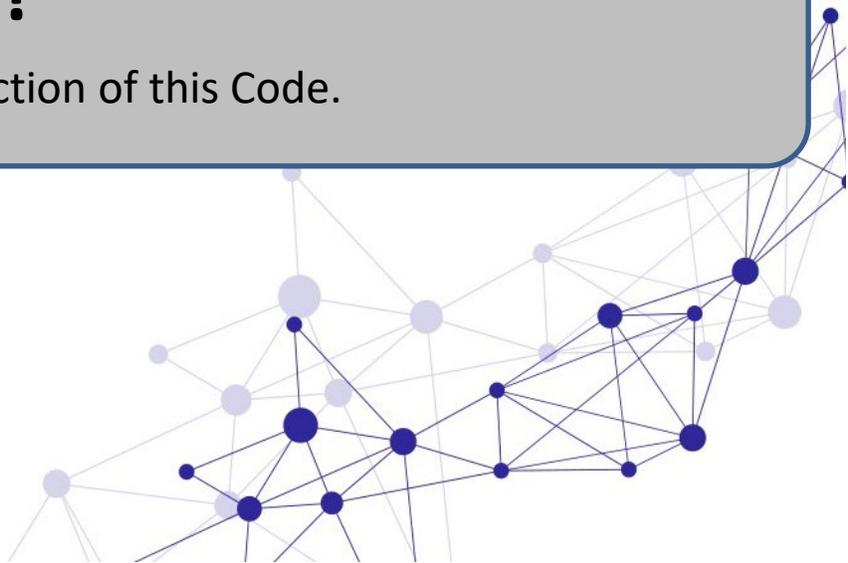
Vision

Broaden our position as a leading global life sciences company by realizing the full potential of our people, our products, and our culture while operating and growing in a manner that prioritizes integrity and sustainability.



Have Questions?

See the **“How to Report”** section of this Code.

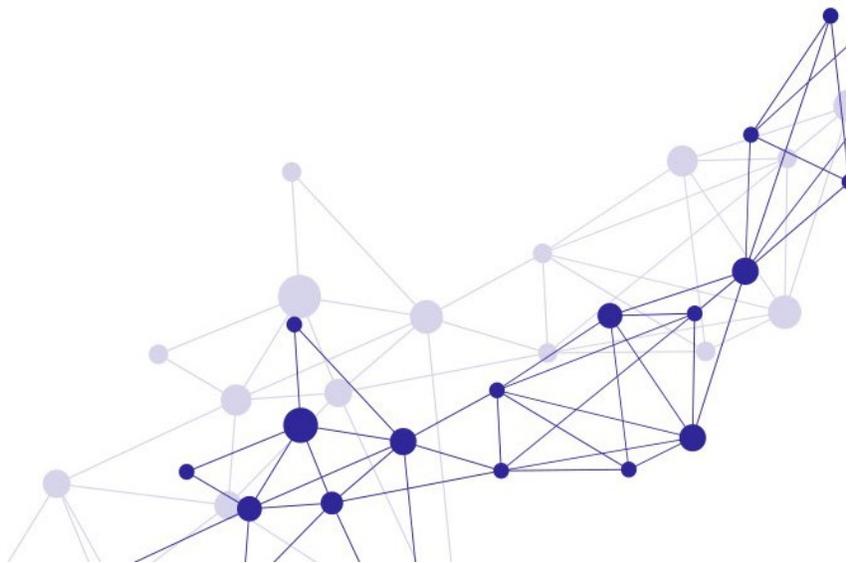


Compliance Program Commitments

Our Board of Directors has approved this Code of Conduct.

To support this Code, Advanced Instruments leaders will:

- Promote ethical and legal standards.
- Establish procedures and internal controls to maintain those standards.
- Provide training for employees on this Code and on other important topics.
- Monitor, audit, and update our compliance, internal controls, and systems.
- Develop effective methods for promoting compliance.
- Promptly address reported violations and related concerns.
- Regularly assess the effectiveness of our compliance program and oversee its evolution.

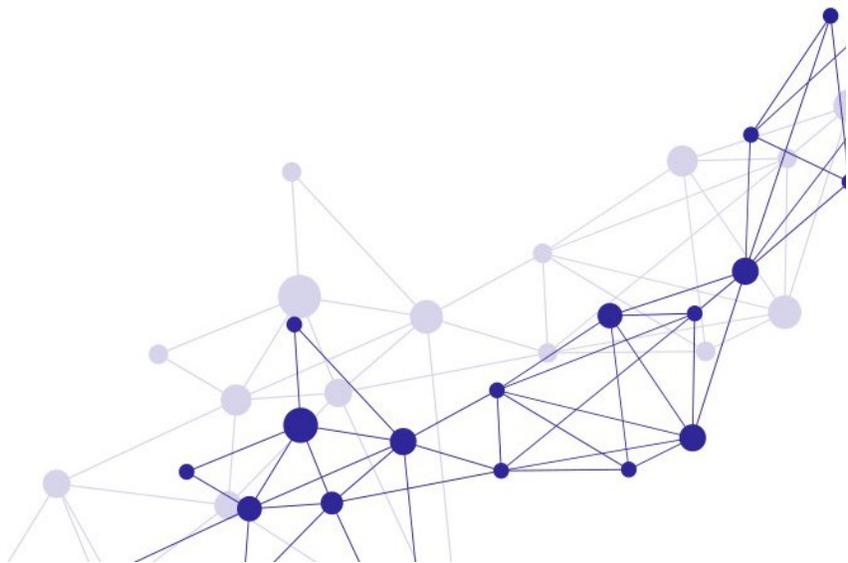


Corporate Governance & Compliance

The legal and regulatory framework for our products and services is evolving. Our robust corporate governance and compliance program enables us to effectively address business issues and promote corporate citizenship.

Our corporate governance and compliance program advances our mission. We realize that customers depend on us to enhance the delivery of these solutions in a manner that serves society. However, we also want our customers to be proud of their association with us and maintaining a robust governance and compliance program is one of the many ways we intend to earn and maintain customer trust.

We believe it is critical that we evaluate all customer, employee, and other relationships under our corporate governance and compliance program. With this program, our leadership has formalized the expectation that we must hold each other accountable for maintaining and adhering to policies that require ethical conduct. This expectation is central to our culture and demonstrates our commitment to integrity – a standard that is required for us to thrive.



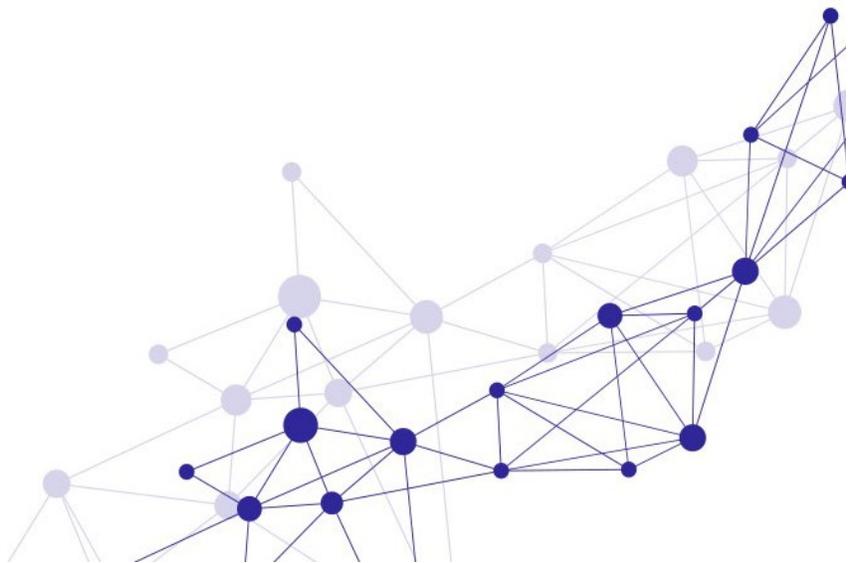
Who Is Covered under this Code?

This Code applies to all Advanced Instruments subsidiaries worldwide. All employees, contractors, consultants, board members, distributors, and suppliers working on behalf of Advanced Instruments must follow the Code.

In rare instances, local laws may impose stricter standards than those included in this Code. If so, then we follow the relevant local law. Likewise, if an Advanced Instruments company has a local policy less restrictive than this Code, the Code will govern.

If you have any questions about the Code or are unsure whether something is appropriate under the Code or local laws, consult a resource in the “How to Report” section of this Code.

We are all responsible for understanding the requirements that apply to our respective jobs and must promptly report any suspected violations of law, this Code, or other corporate policies to a resource in the **“How to Report”** section of this Code.



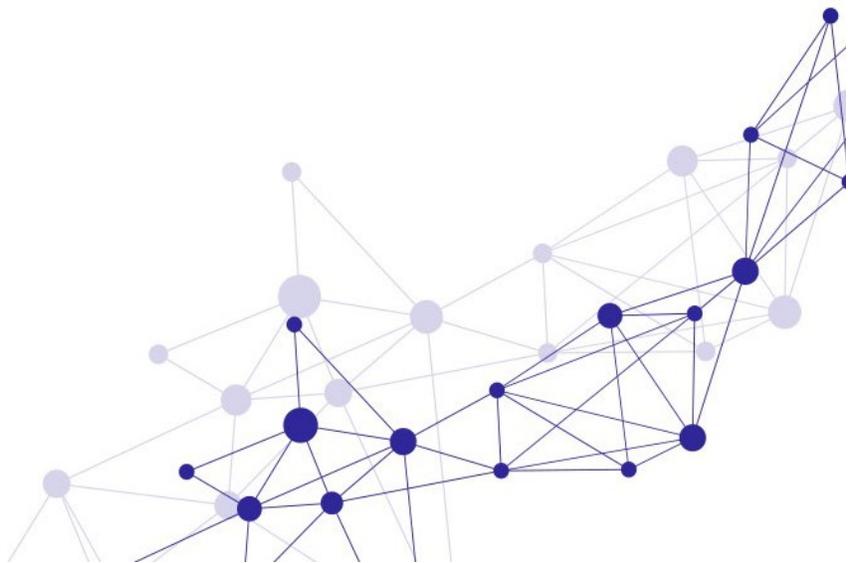
How to Make Ethical Decisions

Always use common sense and take time to reflect if you have any doubts about an action you are considering.

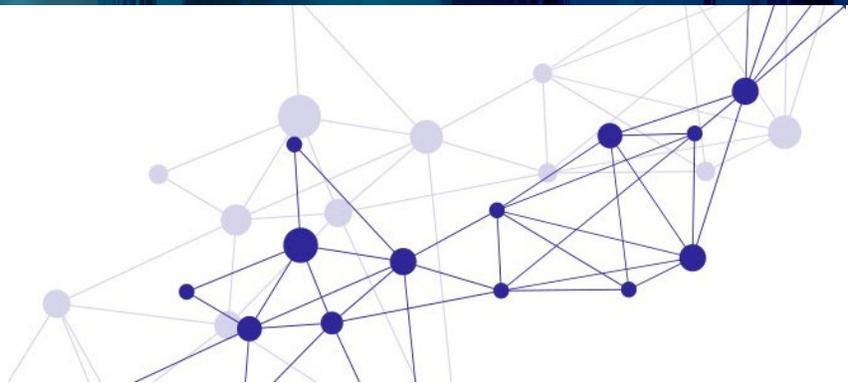
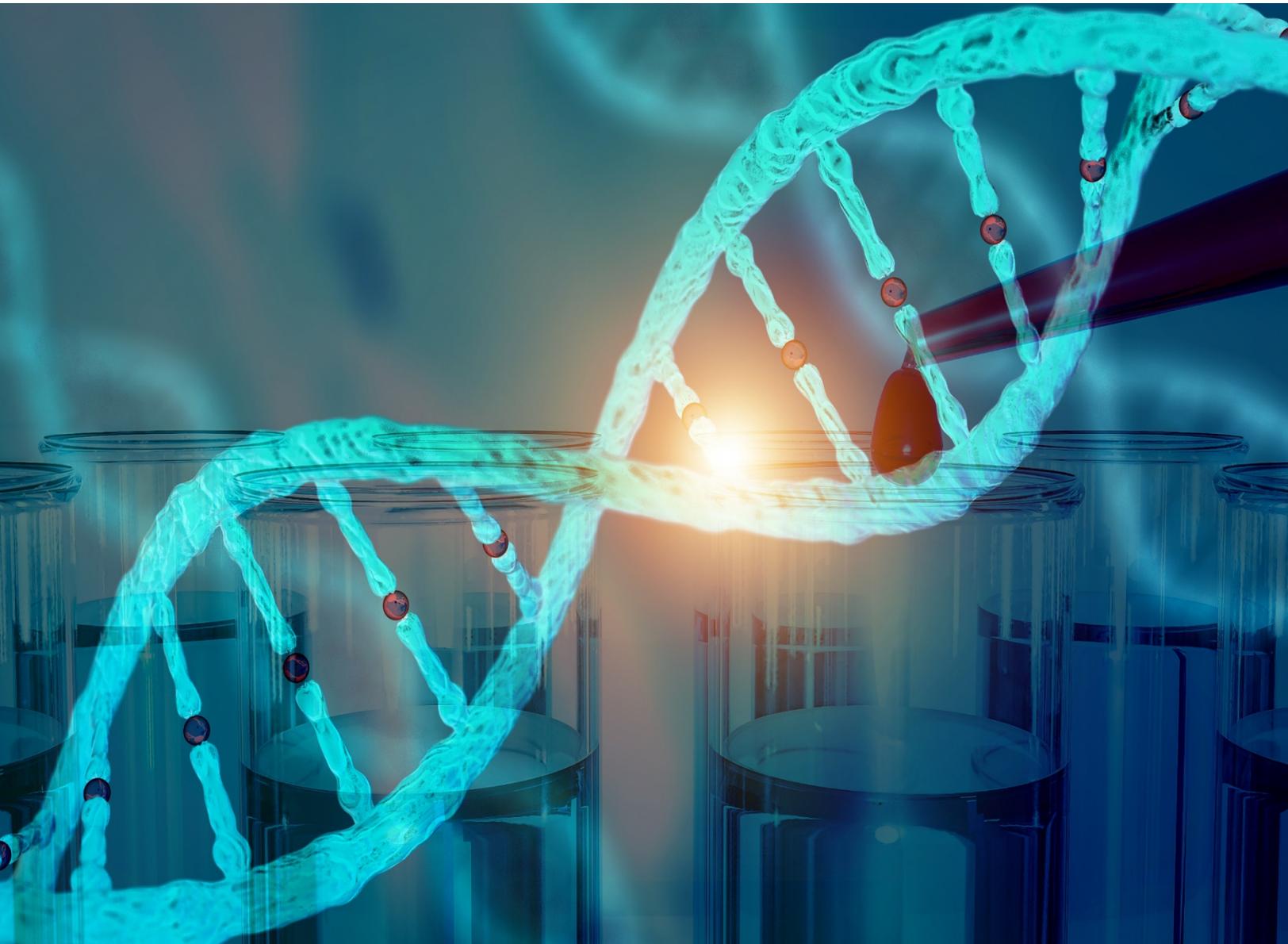
As you reflect, consider the following questions:

- Would you stake your reputation on the action?
- Would your family and colleagues be proud of you for taking the action?
- Would the action enhance the reputation of Advanced Instruments?
- If you were on the receiving end of the contemplated action, would you find it acceptable?
- Is this action the only available course?
- Would you want to read about the action in the news or social media or hear about it on broadcast news?

If you answer “No” to any of these questions, consider an alternative plan and consult a resource in the “How to Report” section of this Code.



Workplace Conduct



Inclusion & Non-Discrimination

Employees are our greatest asset and employee diversity is critical to our success. Advanced Instruments is committed to a workplace that promotes diversity, equity, and inclusion and treats everyone with dignity, professionalism, and respect. If employees and other contributors feel valued and respected, they are more likely to optimize their potential. Advanced Instruments is growing rapidly, but we will not sacrifice these important commitments to our culture.

We also promote equal opportunity and foster a corporate culture in which each employee can achieve a balance between work, life, and personal development. All employment decisions are made based on merit. Advanced Instruments does not tolerate any discrimination or harassment and complies with all applicable laws. Employees are protected from harassment based on race, religion, ancestry, sex, age, disability, sexual orientation, gender identity, marital status, genetics, active military or veteran status, or any other legally protected class.

Be mindful of how your words and actions impact others and promptly contact HR if you witness any harassment.

Disciplinary action, including termination, will be considered for anyone who violates these policies.



Safety

A safe and healthy workplace is a priority at Advanced Instruments. We expect our employees and contractors to support our efforts in this area.

Employees and contractors must:

- Immediately report any accident, injury or safety hazard to your supervisor.
- Follow your facility's safety and emergency rules and make sure your colleagues do the same.
- Avoid shortcuts – no task is so important that it should be done in a manner that sacrifices safety.

Quality

Our quality policy is to ensure that our products and services meet the highest level of quality and safety. We must maintain our Quality Management System while continually improving our products, processes, and services. It is the goal of our QMS to exceed the expectations of our customers by:

- Designing products that meet specifications and applicable regulations.
- Providing expeditious and effective product support and service.
- Conducting all business dealings with respect, integrity, and honesty.

Always observe the following:

- **Speak up** if you if you see a quality issue or have an idea to enhance the process.
- **Never** prioritize cost or deadlines over quality.
- **Never** hide work that may be inaccurate or below our high standards.
- **Never** falsify test results.



Substance Abuse

Employees under the influence of drugs or alcohol endanger themselves, their co-workers, and our business. **Never come to the workplace with any alcohol or illegal drugs in your system.**

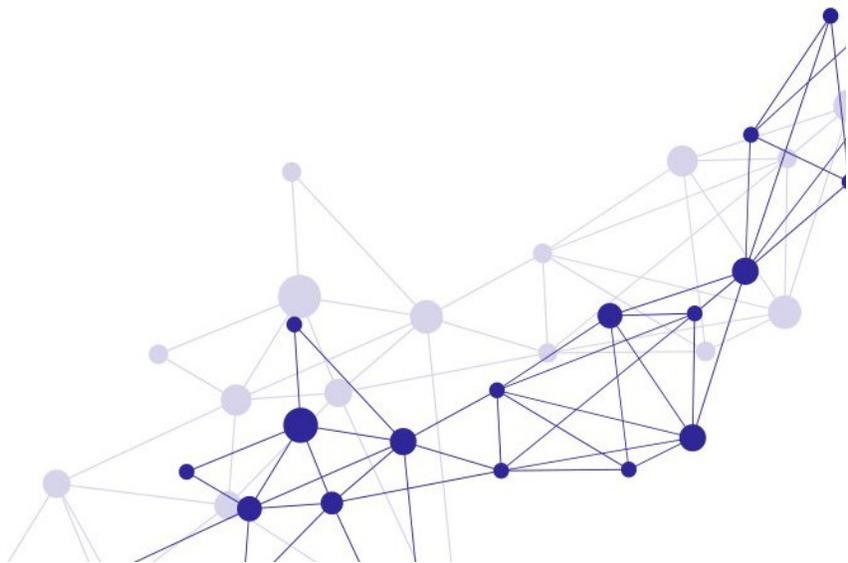
If you think someone is using alcohol or illegal drugs in violation of our policies, you should immediately contact the person's supervisor or HR.

Threats & Violence

We have a zero tolerance policy for threats or acts of workplace violence.

The workplace extends to company property, company vehicles, company sponsored activities, and any location where employees or contractors are performing their duties for Advanced Instruments. Never bring weapons, illegal drugs, explosive materials or other dangerous items to the workplace.

You must immediately report any workplace threat or violence to your supervisor or HR. We will promptly investigate and address all incidents We will refer them to law enforcement agencies when appropriate to do so.



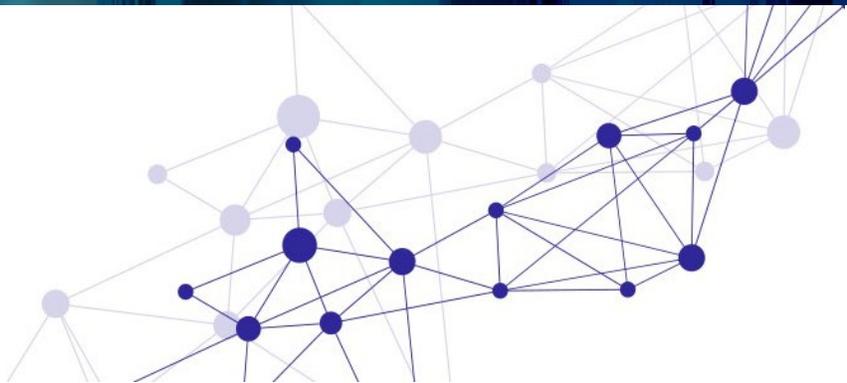
Electronic Communication & Social Media

All electronic communications while at work should be related to your duties. However, we recognize some limited personal use may be necessary. Personal electronic communications using company devices must not interfere with your obligations to Advanced Instruments.

When using social media, do not disclose confidential information or make posts that would reflect poorly on Advanced Instruments. This guidance also means that you should carefully distinguish between your personal views and views of Advanced Instruments. Never post on behalf of Advanced Instruments without prior consent from the CEO.



Key Compliance Areas



Conflicts of Interest

As a business stakeholder, you have a duty of loyalty to Advanced Instruments. This means that you must never have relationships that conflict or may conflict with your obligation to act in the best interests of Advanced Instruments. Even the appearance of a conflict could be very damaging to our business.

Common conflicts of interest include:

- You receive gifts or entertainment of more than a modest value (\$50) from a party with which we do business.
- You directly or indirectly supervise anyone with whom you have a close personal relationship.
- Other than small investments in public companies, you own stock in a customer, supplier, or competitor of Advanced Instruments.
- You engage in personal business based on information learned or relationships developed as an Advanced Instruments employee.
- You have another job that prevents you from devoting full attention to your Advanced Instruments duties.
- You award business to an entity with which a family member or friend has a substantial ownership or management interest.

You must resolve any conflicts of interest by:

- Promptly notifying one of the resources in the **“How to Report”** section of this Code.
- Documenting the assessment or resolution of the conflict.



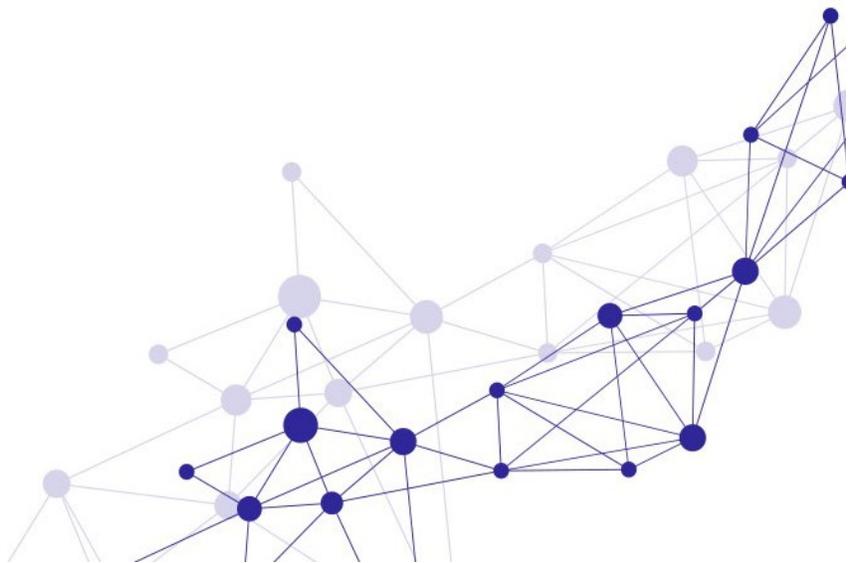
Fair Competition

We strictly follow all applicable competition and fair trade laws and regulations. **Never engage in commercial practices that restrict trade or limit competition.**

Always show integrity when dealing with Advanced Instruments customers, suppliers, distributors, competitors, and contractors. This means that you should not obtain or sell products or services through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or any illegal trade practice.

Always be truthful about the quality, features, performance or availability of our products and services and never make false statements regarding our competitors' products and services. Be consistent with all approved labeling and policies when you make statements about our products and services.

If you suspect any conduct described in this section, you should report it to a resource in the “How to Report” section of this Code.



Antitrust

We comply with all global antitrust laws applicable to our business. These laws allow a buyer to purchase goods in the market at competitive prices that are not artificially restrained by competitors. Antitrust laws are complex and vary by country – ask our General Counsel if you have questions.

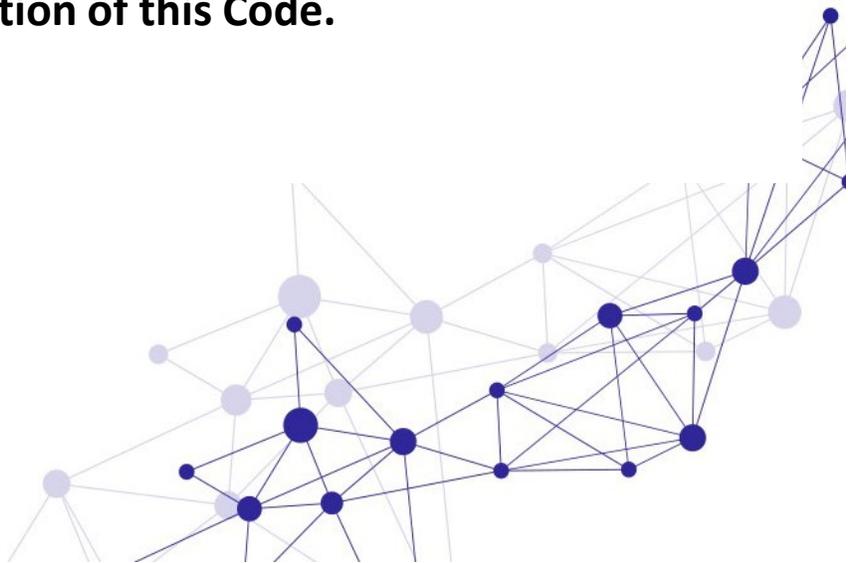
Never discuss the following with a competitor:

- Raising, lowering, or fixing a price.
- Implementing a discount.
- Limiting the quality or quantity of a good or service.
- Fixing sale terms and conditions, warranties, or specifications.
- Allocating or dividing markets or customers.
- Refusing to do business or coordinating business terms with any third-party.
- Engaging in any other conduct that prevents us from acting independently in the market.

Our distributors may resell our products at prices they establish – **never** dictate the price a distributor must charge its customers.

When dealing with suppliers, **never** buy products based on an agreement that the supplier must buy products from us.

If you suspect any conduct prohibited in this policy, you must report it to a resource in the “How to Report” section of this Code.



Anti-Corruption & Bribery

We have a zero tolerance policy for corruption and bribery. Advanced Instruments employees and other personnel are prohibited from offering or requesting improper payments to influence the actions of another party. You must not provide anything of value, or allow a third party acting on our behalf to provide anything of value to a government official or other third party. This behavior is illegal in all countries and many countries impose severe penalties for bribery that can irreparably harm our reputation and future business prospects.

An improper payment can take many forms, including bribes, kickbacks, gifts, donations, grants, entertainment, hospitality, meals, or commissions. **A government can hold Advanced Instruments responsible not only for the actions of its employees and other personnel, but also for the actions of third parties acting on our behalf.** So, we must be vigilant when we retain third parties to act on our behalf.

Contact a resource in the **“How to Report”** section of this Code if you become aware of any actual or potential improper payments. **When third parties are acting on our behalf, the following factors are signs of possible corruption, and you must promptly report them:**

- The third party was recommended to us by a government official or party with whom we are seeking a business relationship.
- The third party requests payment to another party or to foreign accounts.
- The third party seeks unusually high payments for services performed.
- The third party lacks proper documentation for expense reports.



Gifts

General Rule

Advanced Instruments employees must not accept or solicit gifts, entertainment or anything else of value from a supplier, customer, or other party. This means that employees also cannot give healthcare providers non-educational branded promotional items. Similarly, you should never offer a gift, entertainment, or anything else of value to a government official or other party.

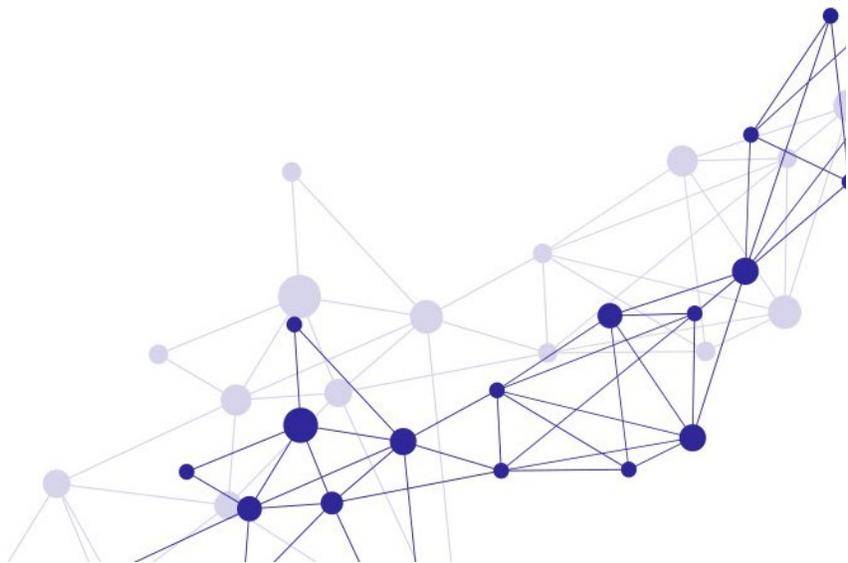
Acceptable Gifts

- Except for items solely for educational purposes, giving gifts to healthcare professionals and vendors is prohibited.
- To be a permitted gift, the item must serve an educational function and not exceed \$100 in value.

Be Proactive

Make sure you are familiar with these gift guidelines. Regularly inform parties with whom we do business of these guidelines, especially during the holidays or other times when people tend to give gifts.

Never hesitate to seek guidance from a resource in the “How to Report” section of this Code.



Meals & Hospitality

Permitted Meals & Hospitality

What is Permitted

You may provide meals and hospitality while conducting business only if they are:

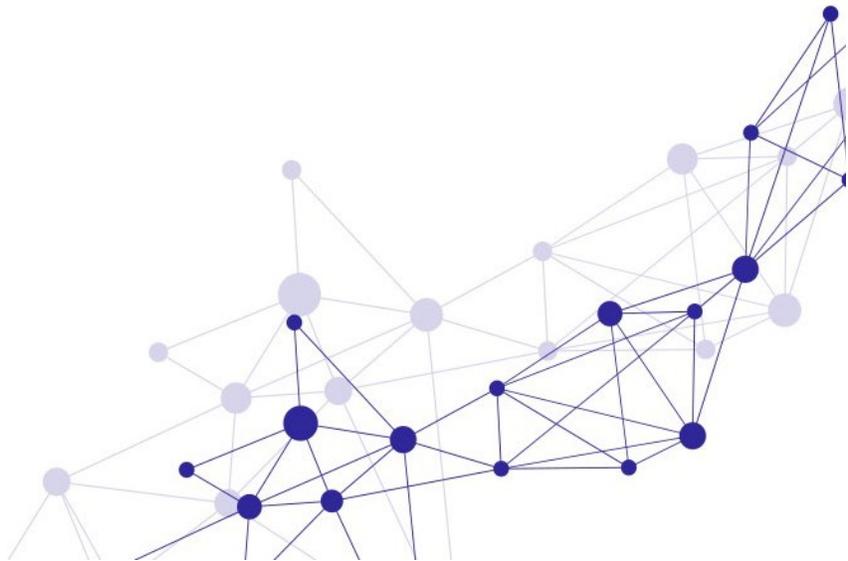
- Directly related to the business purpose of the activity.
- Modest in value (under \$50 / person).
- Infrequent.
- Provided without entertainment.
- Held in a setting conducive to the business activity and include an Advanced Instruments representative.

What is Not Permitted

Always avoid the following:

- Meals and hospitality that are provided as an incentive to give or retain business.
- Meals or hospitality for an entire office staff when only a few representatives are necessary for the meeting.
- Meals or hospitality for guests or spouses of healthcare professionals.

Applicable names and expenses for any meals and hospitality must be reported if required under the Sunshine Act.



Charitable Donations & Political Contributions

Charitable Donations & Political Contributions

Advanced Instruments may make donations for charitable, educational or humanitarian purposes or political contributions where appropriate under applicable law.

This policy is not intended to restrict your charitable or political activity outside of work.

Always follow these guidelines when the donation or contribution is from Advanced Instruments:

- Obtain prior approval from the CEO.
- Make donations or contributions only to a bona fide charity or government agency.
- Do not make the donation or contribution in connection with any past, present or future purchases or sales of products/services.
- Do not make contributions to any individual government official.
- The donation or contribution must be infrequent.



Anti-Money Laundering

Money laundering is an illegal activity in which a party hides funds made from illegal activity or otherwise tries to make those funds appear as if they were legally obtained.

The following could be signs of money laundering:

- A party refuses to provide information about a company making or receiving payments.
- A party asks that payments be made to a third party that has nothing to do with the contemplated transaction.
- A party asks for transactions or payments that would typically be done in bulk to be done in increments.
- A party asks for payment to be made to an account in a country that has no legitimate connection to a transaction.

Money laundering is strictly prohibited and if you suspect a third party is engaged in this practice, you must immediately notify one of the resources in the “How to Report” section of this Code.



Trade Compliance

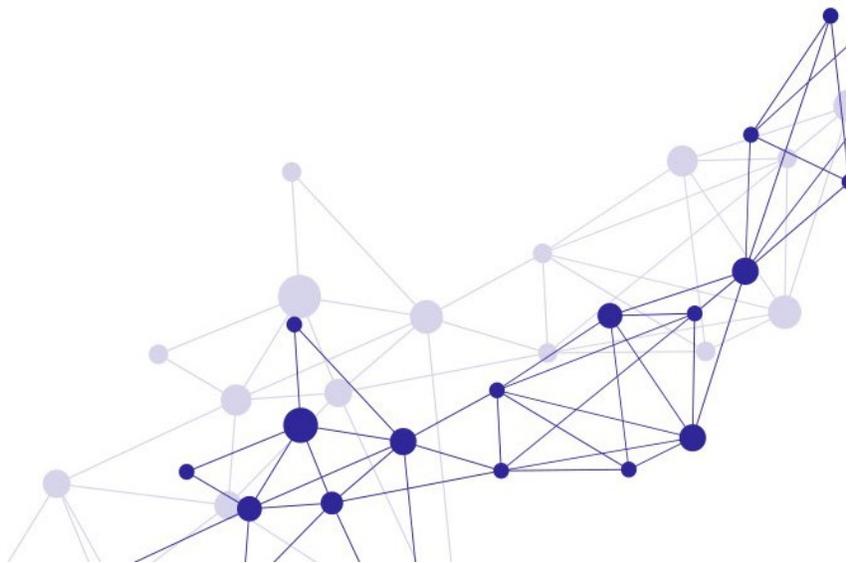
All sales of our products and services must comply with applicable export and import control laws. These laws prohibit us from selling goods and services to certain countries. Accordingly, we do not sell products or services to embargoed countries. Our purchases from suppliers must also comply with applicable export and import controls. A violation of these laws may result in serious consequences and damage our reputation.

If you have any trade compliance questions, contact a resource in the “How to Report” section of this Code.

Insider Trading & Tipping

In your work, you may have access to material, non-public information about a publicly traded vendor, customer, or other party that has a relationship with Advanced Instruments. **Applicable laws prohibit us from “insider trading” (using this information to make investment decisions) or “tipping” (sharing this information with others).**

Insider trading and tipping can be punishable with criminal and civil liability for the violator.



Corporate Assets



Financial Controls

Advanced Instruments is committed to maintaining accurate accounting records, consistent financial reports and effective internal financial controls.

To maintain proper financial controls, always remember the following principles:

- **Never** falsify or create misleading records.
- **Never** destroy documents if you become aware of a legal request for those documents or the law department instructs you to hold those documents.
- **Always** follow proper security protocols and share information with only appropriate personnel.
- **Always** be familiar with document retention policies relevant to your position.
- **Always** return or destroy documents according to our policies and applicable law.

If you become aware of violations of our financial control policies, you must immediately notify a resource in the “How to Report” section of this Code. Violations of this policy will result in disciplinary action, up to and including possible termination of employment.



Confidential Information

You may have access to confidential and proprietary information about our products, services, customers, suppliers and other third parties. **To be successful and maintain our reputation, we must protect all confidential and proprietary information and never disclose it to third parties without prior authorization.** Always use caution when you use speakerphones and cell phones and do not discuss confidential and proprietary information in public.

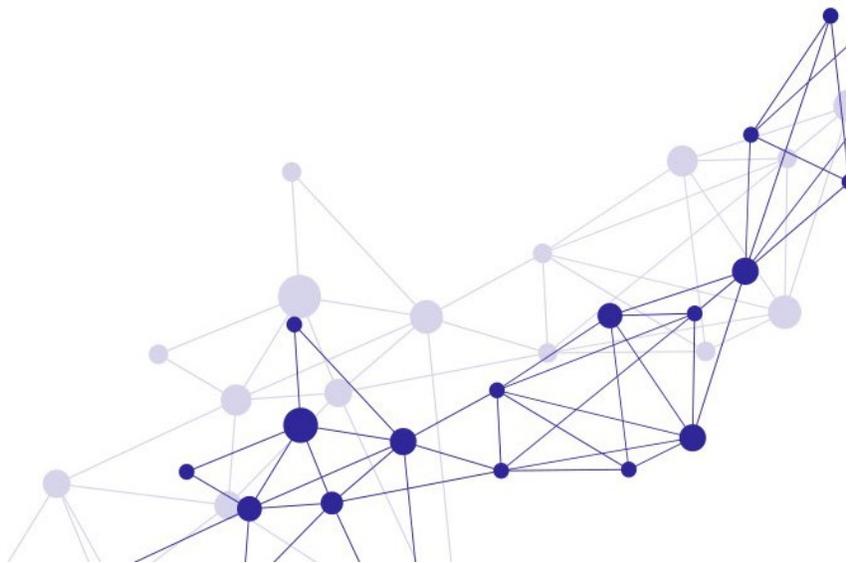
Examples of confidential and proprietary information include:

- Strategic business plans.
- Sales, pricing, and marketing information.
- Design and manufacturing process, know-how, and production schedules.
- Agreements between Advanced Instruments and any party.
- R&D, engineering, and other product information.
- Financial information about the company.

Examples of information that is not confidential:

- Public speeches.
- Advertising or sales materials.
- Media reports.

If you are not sure whether certain information is proprietary and confidential, contact a resource in the “How to Report” section of this Code.



Security & Privacy

Advanced Instruments protects personal information in accordance with applicable laws. If it is possible to identify a person from the data you are using, that data is personal information. Your access to personal information will be restricted to what is required to perform your job. Penalties for violating personal information protection laws can be severe and would undermine public trust in Advanced Instruments.

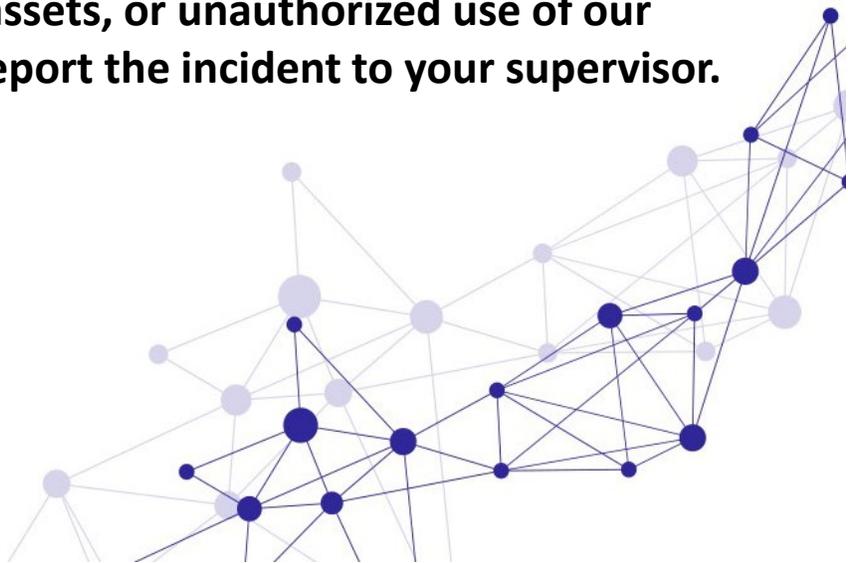
If you have access to personal information, observe these guidelines:

- Make sure it is legal to collect the personal information and whether the person must consent to the use and collection of their data.
- Use personal information only for legitimate business activities.
- Do not disclose personal information without proper consent and make sure any party receiving the personal information agrees to our policies on the use and disclosure of personal data.

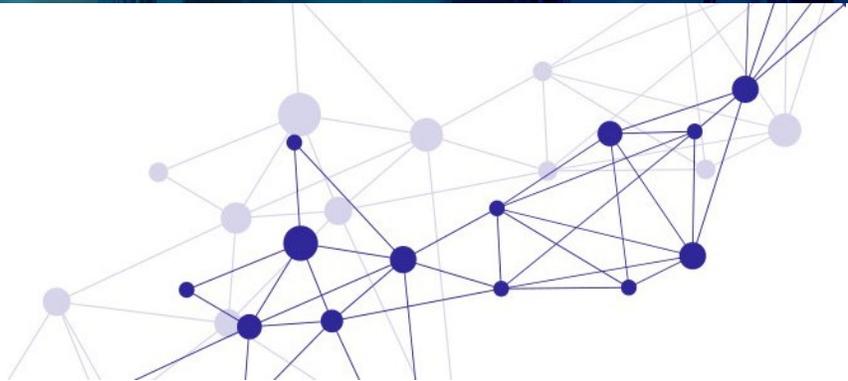
Contact a resource in the “How to Report” section of this Code if you have any questions regarding this Security & Privacy policy.

Protection & Use of Company Assets

We must protect our assets and use them only for lawful and legitimate business purposes that are not related to personal use. **If you suspect any loss, theft, hacking, or fraud of our assets, or unauthorized use of our intellectual property, immediately report the incident to your supervisor.**



Corporate Sustainability



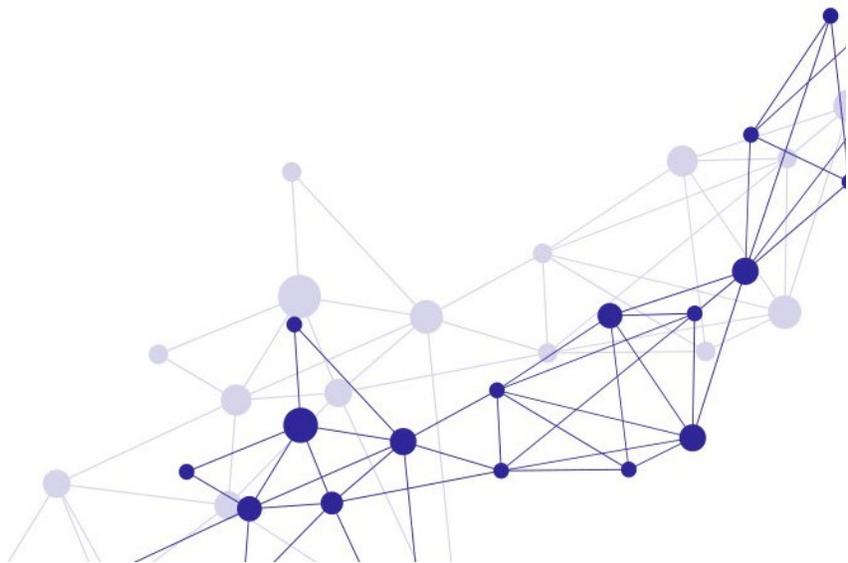
United Nations Global Compact

Advanced Instruments adheres to the U.N. Global Compact and conducts its business consistent with the universal principles of human rights, free and fair labor, a healthy environment, and anti-corruption.

The U.N. Global Compact requires us to:

- Minimize our environmental impact.
- Manufacture products that safely operate.
- Promote the health and welfare of the communities that we serve.
- Operate a workplace that is safe and healthy.
- Address the social and economic challenges of our employees, stakeholders, and customers.
- Prioritize integrity in our business operations.

We support these behaviors by adopting the policies detailed in this Corporate Sustainability section. As indicated in our Supplier Code of Conduct, we expect our business partners to make the same commitments.



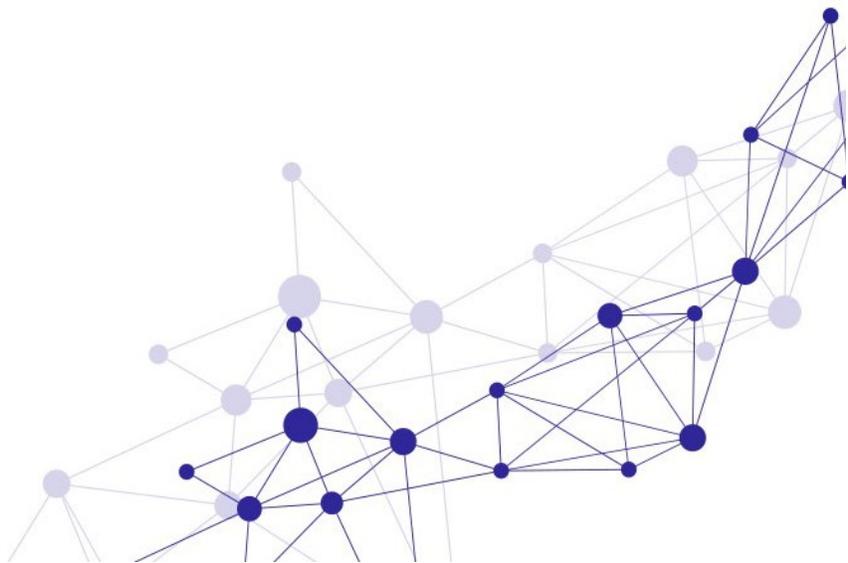
Human & Labor Rights

Advanced Instruments is committed to advancing human rights. This commitment not only demonstrates responsible corporate citizenship – it also allows people to reach their full potential. We will not tolerate any business partner that uses forced or child labor in its operations, supply chain or sales channel. Advanced Instruments will also comply with all applicable collective bargaining, minimum wage, overtime, and labor laws.

Our Whistleblower Hotline provides a safe and confidential way to report any behavior that is inconsistent with these policies. We will promptly investigate all reports and we have a zero tolerance policy for retaliation against anyone who makes a report.

ECO-Efficient Operations

We support the Paris Climate Accords and believe that eco-efficiency applies to all aspects of a business, from purchasing and production to marketing and distribution. Advanced Instruments seeks to promote eco-efficiency by limiting our consumption of non-renewable and environmentally scarce resources. We will also reuse and recycle key materials to the extent commercially reasonable.



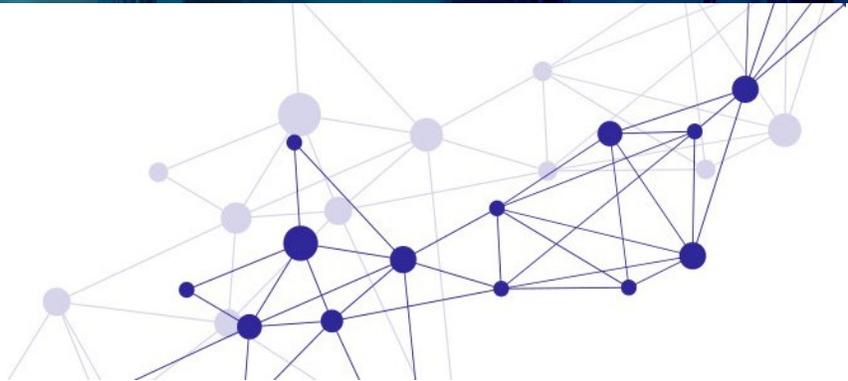
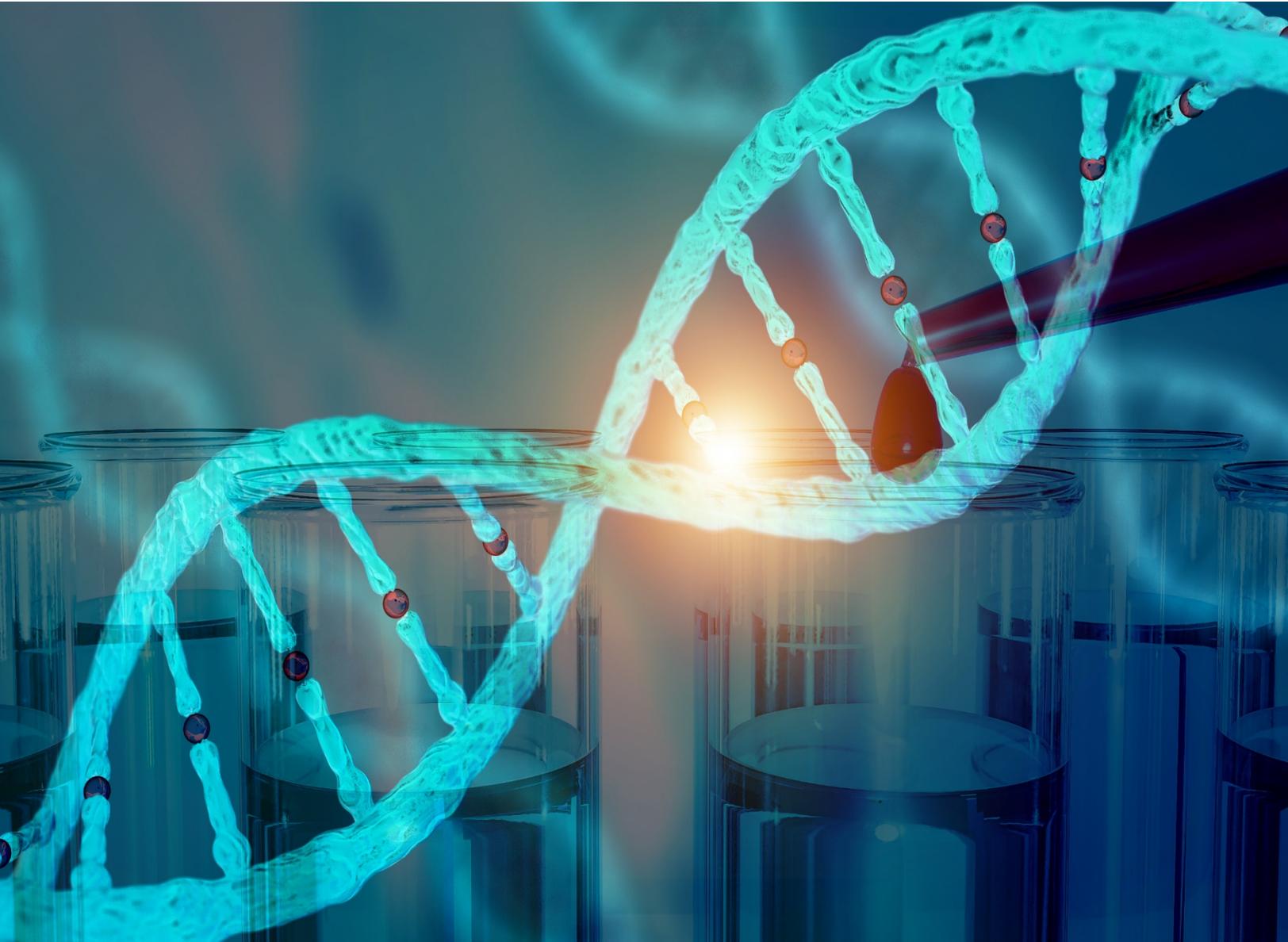
Supply Chain Sustainability

We apply our sustainability strategy to our supply chain in a manner that allows us to timely deliver products and services to our valued customers. In this strategy, we implement the following fundamentals:

- Establish long-term and mutually beneficial relationships with trusted suppliers.
- Require suppliers to operate consistent with the UN Global Compact principles and annually certify their compliance with our Supplier Code of Conduct.
- Maximize efficiency in operations and comply with all relevant laws, regulations, and standards.
- Source high-quality and safe products that respond to customer expectations.
- Provide prompt and efficient customer service.



Reporting Concerns



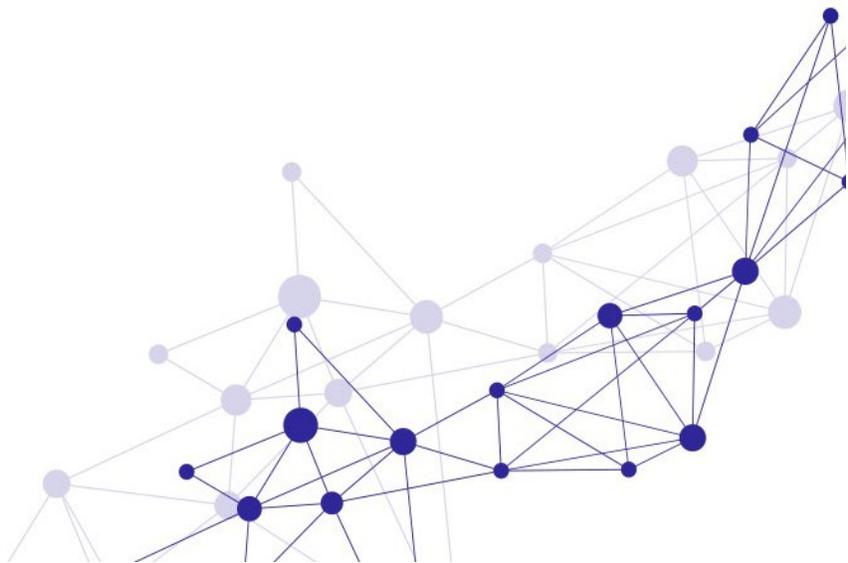
When to Report

Although Advanced Instruments leadership adopts, updates, and administers the Code of Conduct, your contribution is required to ensure its vitality. **Everyone at Advanced Instruments must be familiar with the Code of Conduct and promptly report any actions that may violate it.** If you are unsure whether something is reportable, consider the questions in the **“How to Make Ethical Decisions”** section above. To maintain our high standards and trust with customers, suppliers, and other third parties, it is critical that we all evaluate and report possible violations of this Code.

No Retaliation

We will not tolerate retaliation against anyone who reports in good faith a possible violation of this Code of Conduct or applicable law.

Any violation of this “No Retaliation” policy will be subject to discipline, up to and including termination of employment.



How to Report

If you have questions about this Code or suspect a violation of it, immediately report the issue to one of the resources below. If you report a suspected violation of this Code, it will be taken seriously, addressed promptly and confidentially, and in accordance with our “No Retaliation” policy.

Your Supervisor: Your supervisor is a good starting point for your questions or concerns. If you are not comfortable speaking to your supervisor about an issue, use one of the other resources below.

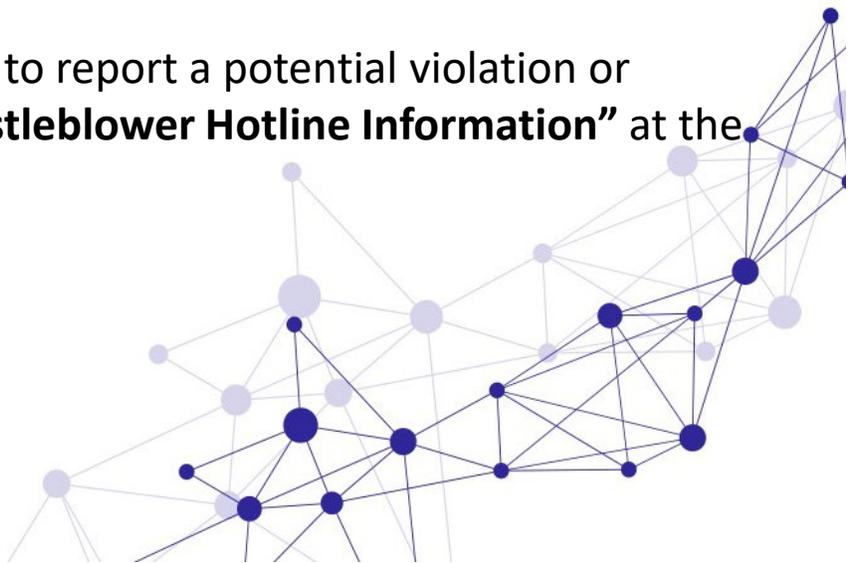
Human Resources: Our Human Resources department can address a variety of ethical and compliance questions.

General Counsel: If you have questions about the risks of a potential action or would like to understand the applicable laws, contact our General Counsel.

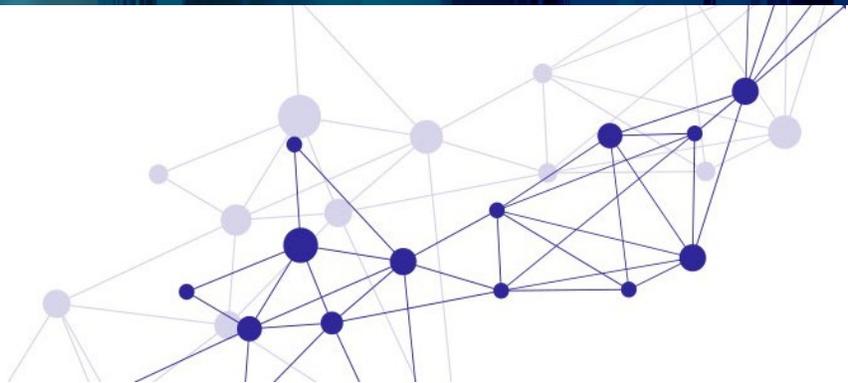
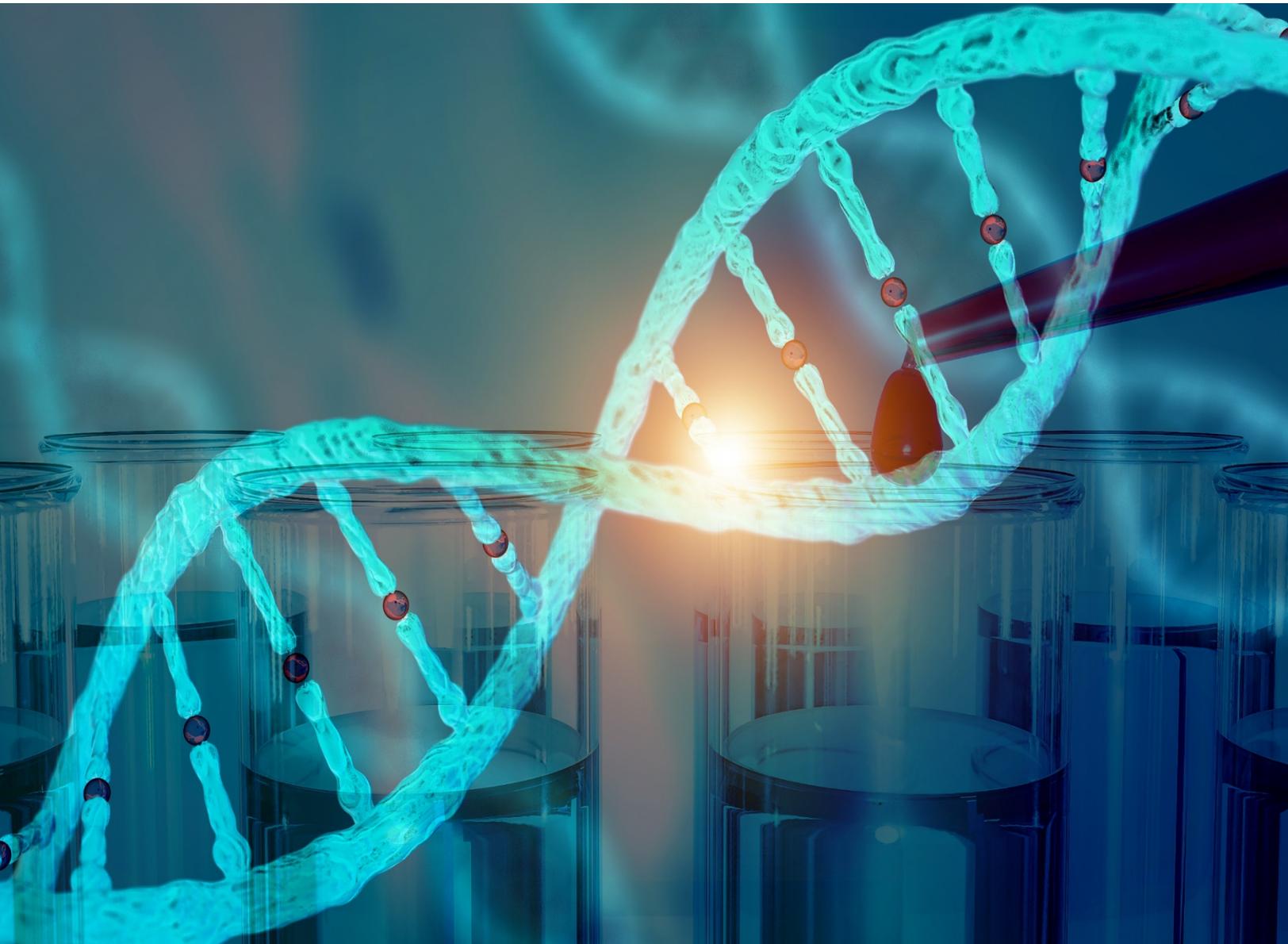
Chief Financial Officer: Our Chief Financial Officer can answer questions regarding internal controls and compliance with related policies.

Advanced Instruments Procedures: Our company procedures provide additional detail on many of the topics included in this Code. Consult those procedures, and if you do not have them, ask Human Resources.

Whistleblower Hotline: If you prefer to report a potential violation or concern anonymously, see the “**Whistleblower Hotline Information**” at the end of this Code.



Resources

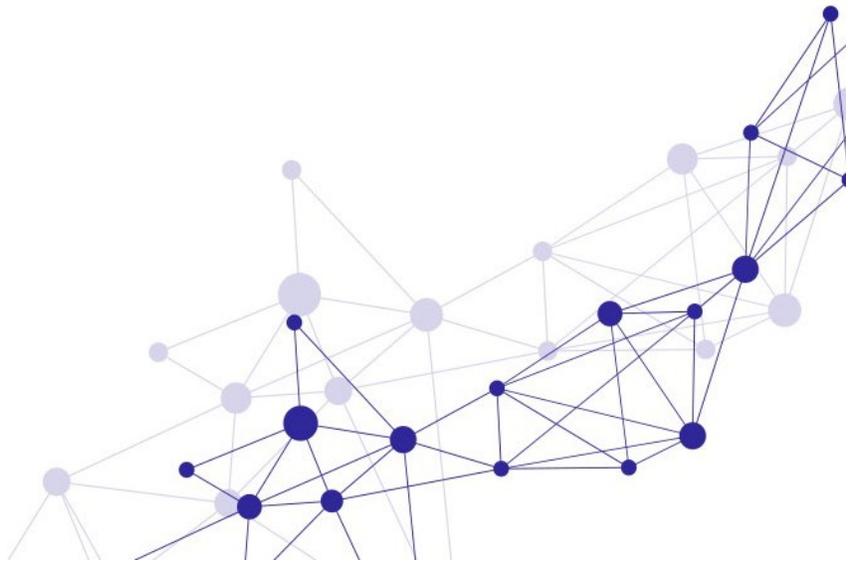


Resources

[United Nations Global Compact](#)

Whistleblower Hotline – Lighthouse by syntrio (see next page for access instructions)

[Insert link to Supplier Code of Conduct]



Whistleblower Hotline Information

Primary Website: www.lighthouse-services.com/aicompanies

Direct URLs:

Language	Direct URL
Chinese (Traditional)	//www.lighthousegoto.com/aicompanies/ctr
Danish	//www.lighthousegoto.com/aicompanies/dan
English	//www.lighthousegoto.com/aicompanies/eng
French	//www.lighthousegoto.com/aicompanies/fre
German	//www.lighthousegoto.com/aicompanies/ger
Korean	//www.lighthousegoto.com/aicompanies/kor
Portuguese	//www.lighthousegoto.com/aicompanies/por
Spanish	//www.lighthousegoto.com/aicompanies/spa
Swedish	//www.lighthousegoto.com/aicompanies/swe

Anonymous Reporting App: Keyword: aicompanies

Toll-Free Telephone:

Direct Dial

- **English speaking USA and Canada:** 877-222-1370
- **Spanish speaking USA and Canada:** 800-216-1288
- **French speaking Canada:** 855-725-0002
- **Spanish speaking Mexico:** 01-800-681-5340
- **All other countries:** 800-603-2869 (must dial country access code first [click here](#) for access codes and dialing instructions)

