

# Keysight's Commitment to Human Rights and Labor Standards

Ethical business practices and human rights and labor standards are fundamental to Keysight's identity. We demonstrate our commitment through our Corporate Social Responsibility (CSR) efforts, which are among the core elements of the [Keysight Leadership Model \(KLM\)](#) -- the framework for how we run the company.

## Keysight's Approach to Human Rights and Labor Standards

Keysight considers international human rights principles, legal compliance, and external human rights and labor resources in formulating our approach to human rights and labor standards management. We are committed to fair employment practices, and comply with all national, state, and local laws, including those pertaining to labor compliance, nondiscrimination, and equal opportunity. In addition to complying with all laws in countries in which we do business, we acknowledge and respect the fundamental human rights and labor principles outlined in the following guidelines:

- [Universal Declaration of Human Rights](#)
- [United Nations Guiding Principles on Business and Human Rights](#)
- [The Ten Principles of the United Nations Global Compact](#)
- [International Labour Organization Conventions](#)
- [OECD Guidelines for Multinational Enterprises](#)
- [US Uyghur Forced Labor Prevention Act \(H.R. 6256\)](#)
- [Responsible Business Alliance \(RBA\) Code of Conduct \(Affiliate Member\)](#)

## Keysight Labor Management System

We created the Keysight Labor Management System (KLMS) to evaluate and manage human rights, labor risks and legal requirements, while supporting investor, customer, and industry needs. KLMS leverages both the ISO Standards' High-Level Structure and the RBA Code of Conduct to establish, document, implement, and sustain a labor management system. The labor management system establishes interrelated processes to maintain compliance with standards and laws, evaluate associated risks, monitor corrective actions and track the implementation of any corrective actions. The KLMS has a governance council that convenes regularly and has input from internal partners, functional leaders, and subject matter experts.

## Keysight's human rights principles are based on the labor standards in the RBA Code of Conduct:

1. Prohibition of Forced Labor
2. Young Workers
3. Working Hours
4. Wages and Benefits
5. Non-Discrimination/Non-Harassment/Humane Treatment
6. Freedom of Association and Collective Bargaining

## Plan/Do/Check/Act

Using a standard Plan/Do/Check/Act (PDCA) management method, Keysight's human rights and labor commitments within the Keysight Labor Management System (KLMS) are designed to enable continuous improvement, address emerging global trends in human rights and labor standards, evaluate risks, and encourage accountability.

**PLAN:** Planning includes policy updates and continuous improvement as new challenges arise and human rights and labor expectations shift. Priorities are identified using information about legal requirements, evaluation and risk management data, HR priorities and CSR key objectives, and feedback from employees.

**DO:** Implementation of human rights and labor management occurs through training, communications, regular input from the KLMS governance and CSR teams, and updating policies/procedures. Keysight shares its human rights and labor policies and guidelines on the CSR webpage, provides training programs and communication to employees including Keysight's Standards of Business Conduct (SBC) annual mandatory training, access to RBA awareness training, as well as training and programs to foster inclusion and diversity.



**ACT:** Findings from assessments are presented and, if necessary, an improvement plan is created with regular tracking to ensure corrective actions are addressed and implemented. Gaps identified in reporting, audit feedback, and changes in requirements are assigned to appropriate team members for action and integrated into the next fiscal year planning efforts if significant investment and resourcing are required.

**CHECK:** Human rights and labor initiatives require frequent monitoring of Key Performance Indicators (KPIs) to ensure proper implementation of human rights and labor policies. Keysight's KPIs for human rights and labor are based on the People pillar of our CSR Strategy, which prioritizes employee diversity, anti-discrimination, talent acquisition, retention, development, and supply chain labor management. Monitoring initiatives include timely and recurring internal assessments of risks, tracking of target KPIs, ensuring KLMS governance processes are current and effective management of documents and records.

Keysight actively seeks feedback from employees. The company has several avenues for worker feedback including an Open-Door policy, 24/7 compliance hotline, HR contacts, Ask CEO and Executives forums, KLM training, myInsight Idea Club and myVoice employee survey.

# Supply Chain Responsibility

Keysight's commitment to human rights and labor standards, as well as our continuous improvement model and PDCA method, extend to our suppliers. Suppliers play an important role in responsible sourcing and ethical business practices, and we expect our suppliers to conduct business in alignment with the core principles that are outlined in the [Keysight Supplier Code of Conduct](#). Keysight regularly communicates the requirements to suppliers and evaluates the supplier's compliance status against the Code of Conduct through self-assessments and audits.

Keysight has committed to making progress toward RBA Code of Conduct compliance and encourages our first-tier suppliers to do the same.

# Equal Employment Opportunity

Keysight is an equal opportunity employer with an ongoing commitment to people and to fair employment practices. This commitment is an integral part of Keysight's Leadership Model, core values, and competitive advantage, which enables innovation and customer success. We are committed to building a work environment where every employee can share their unique perspectives and contribute at the highest level. Recognizing and developing the talents of each individual brings new ideas to Keysight. The company benefits from the innovation that results when people who have a broad range of different experiences, perspectives, backgrounds, skills and abilities work together to achieve our mission to connect and secure the world.

Keysight demonstrates its commitment to our people in the following ways:

- We actively source and recruit qualified talent through internships, campus hiring, and other global talent acquisition programs.
- We provide training, networking, and mentoring opportunities to all employees to retain, develop, and enable employee success.
- We support Employee Network Groups (ENGs), which are open to all employees, for the purpose of fostering social and cultural connection, professional development, and allyship. ENGs at Keysight enable business and employee growth through three foundational pillars: Employee Development, Social Responsibility and Social Networking.
- Communications and branding reflect the contributions and value of our global workforce.
- Keysight's personnel policies and practices are built on core values, which include a strong belief that all employees should be treated with dignity, courtesy, and respect.

# Security

Keysight's mission is to accelerate innovation to connect and secure the world. From an operational perspective, Keysight is committed to conducting business with integrity. Ethical governance is at the core of our operations. We have programs, policies and procedures designed to:

- Respect and protect the privacy and personal data of our employees, customers and stakeholders
- Support company site and employee safety and security
- Manage security risks to maintain business continuity
- Meet compliance requirements worldwide

## Additional Resources

Human rights and ethical labor practices are central to Keysight's mission and are demonstrated in the following company documents and webpages:

- [Keysight Global Human Rights and Labor Standards Policy](#)
- [Keysight's Equal Employment Opportunity and Affirmative Action Policy Statement](#)
- [Keysight Standards of Business Conduct](#)
- [Statement on Eradication of Slavery and Human Trafficking](#)
- [Keysight Supports the United Nations Sustainable Development Goals](#)
- [Keysight's Environmental, Health, & Safety Policy](#)
- [Keysight's Water Use and Stewardship](#)
- [Keysight's Supplier Resources](#)
- [Keysight's Supplier Code of Conduct](#)
- [Keysight's Supply Chain Management](#)
- [Keysight's Purchase Order Terms and Conditions](#)
- [References for the Conventions of the International Labour Organization](#)
- [Keysight Global Anti-Corruption Policy](#)
- [Keysight Security](#)
- [Keysight's Commitment to Learning and Development](#)
- [Keysight's Corporate Social Responsibility Report](#)
- [Keysight CSR Web Site](#)
- [Keysight CSR Resources Hub](#)
- [Keysight News, Awards, and Recognitions](#)

Keysight enables innovators to push the boundaries of engineering by quickly solving design, emulation, and test challenges to create the best product experiences. Start your innovation journey at [www.keysight.com](http://www.keysight.com).



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