

Supplier Compliance Management System

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Table of Contents

- 1 Overview
- 2 Approach
- 3 Define Requirements
- 4 Communication
- 5 Assessment/ Audit
- 6 Knowledge Building
- 7 Team Structure



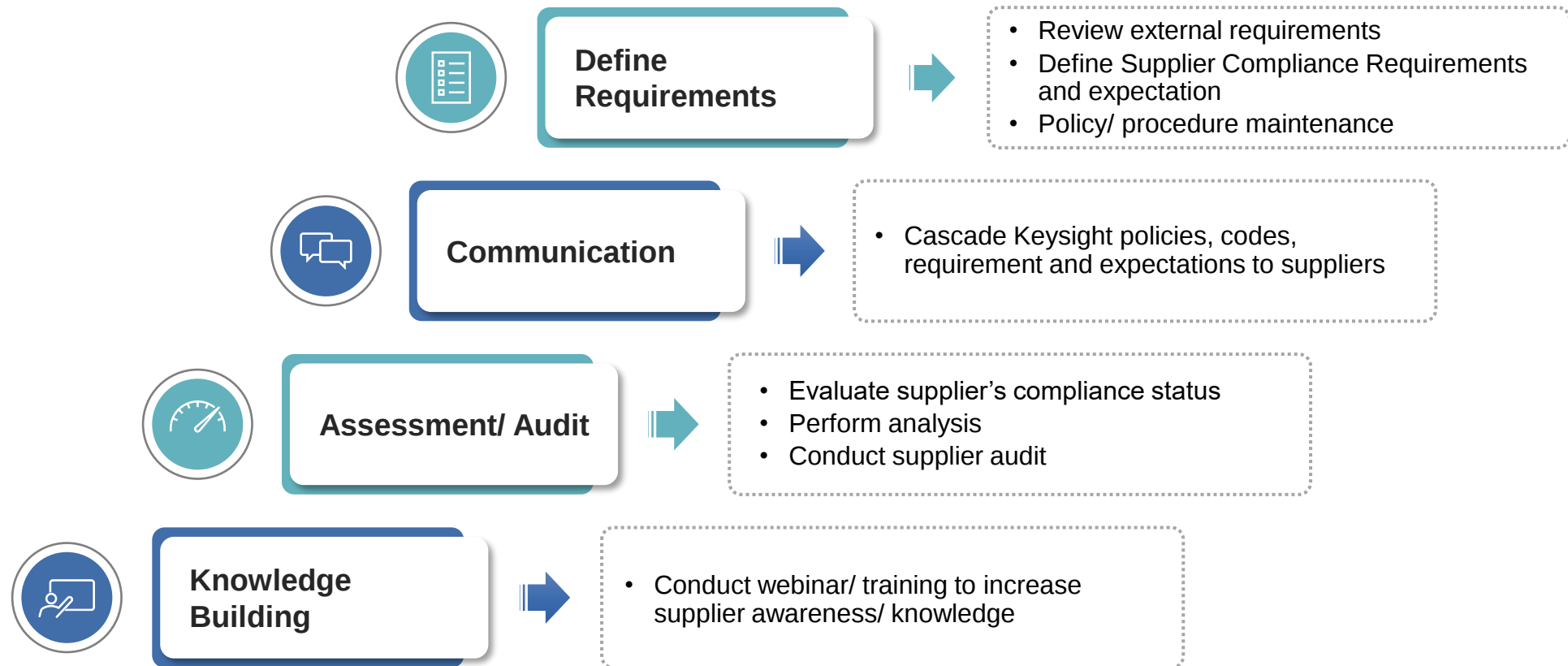
Overview

Supplier Compliance Management Program

- Develop written objectives, targets, and implementation plans to improve Keysight's supplier compliance management program performance, including periodic review with management.
- Address development and control of Keysight program documents and records to meet regulatory, privacy, and company requirements.
- To maintain a strong partnership with our suppliers, including a shared commitment to leadership in sustainable practices, technology, and business operations to ensure our customers receive high-quality and responsibly manufactured products.
- Ensuring that suppliers conform to the Keysight's standards, procedures, Supplier Code of Conduct and adhere to local country regulations.
- Consist of four key steps, Define Requirements, Communication, Assessment/Audits and Knowledge Buildings, which helps drive alignment between the company and our supplier.

Approach

Overall supplier compliance management process including define requirements, communication, assessment and knowledge building.



Define Requirements



Supplier Compliance Requirements being identified and categorized based on the business impacts, industry standards and practices.

External Requirements

Determine the business impacts from the following:

- Regulatory / Legal Requirements
- Customer Requirements
- Industrial Standard
- ESG & Sustainability Requirements
- Financial Requirements
- Laws



Keysight Policy/ Procedures

- Update & release Keysight Policy/ Procedures.



Supplier Compliance Requirements

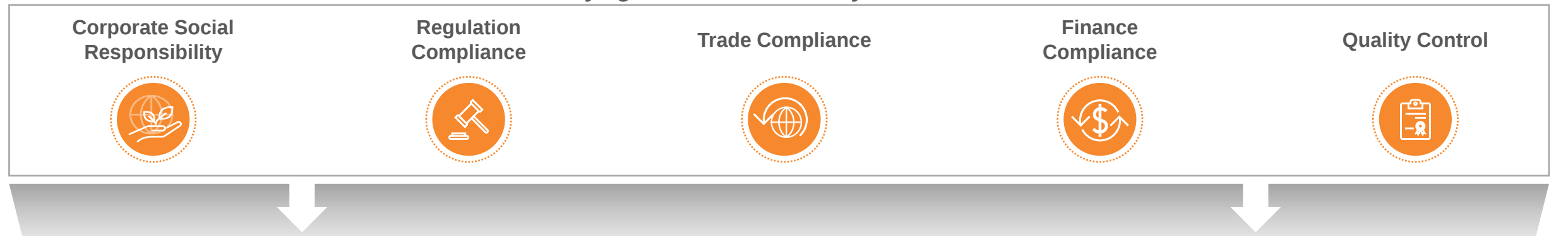
- Determine the business impact for the newly added requirements.
- If the requirements is applicable to suppliers, will update the new requirements to supplier code of conduct.

Supplier Compliance Requirements

External Requirements



Keysight establishes Policy & Procedure



Supplier Compliance Requirements being identified based on Keysight's Requirements

Environment, Health and Safety • Keysight's General Specification for the Environment (GSE) • Keysight's Statement on Classification, Labelling and Packaging. • Environmental, Health & Safety Management System • EU Restriction of Hazardous Substances (RoHS)	Labor/Human Rights • Universal Declaration of Human Rights • California Transparency in Supply Chains Act (CTSCA)	Business Ethics • Keysight Standards of Business Conduct (SBC) • Anti-Corruption Law • Responsible Sourcing of Minerals	Security • C-TPAT Program • Cybersecurity • General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679)	Trade Compliance • U.S. trade law • Restricted parties and/or embargoed countries	Product Quality • Counterfeit Parts Prevention • Supplier Quality System Requirements • Electrostatic discharge (ESD)
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Supplier Code of Conduct



Ethical Principles



Human Rights



Environmental,
Health & Safety



Product Quality



Security



Trade Compliance
& Export Control



Management System

- The Supplier Code of Conduct ¹ (the Code) establishes Keysight's expectations for its suppliers, including ethical business practices, social responsibility, environmental sustainability, and product quality.
- The Code principles are based on the Responsible Business Alliance (RBA) Code of Conduct. ²
- Suppliers shall conduct business in accordance with this Code, applicable law and regulations wherever the suppliers may be located.
- Where differences arise between standards and legal requirements, the stricter standard shall apply, in compliance with applicable law.

¹ Supplier Code of Conduct [URL](#).

² RBA Code of Conduct [URL](#).

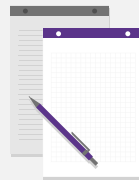


Communication

Cascade Keysight's Policies / Supplier Compliance Requirements and expectation to suppliers via various platform.



Notify suppliers with email
on the policy updates.



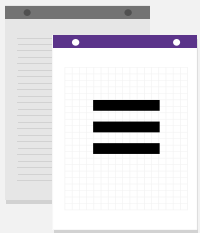
Supplier Code of Conduct
is included in the PO terms
& conditions and attached
to PO issuance.



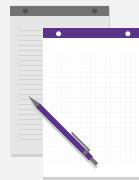
Published policies at
[Keysight.com](https://www.keysight.com) website.

Assessment/ Audit

Evaluate supplier's compliance status, perform risk analysis and work with suppliers for continuous improvement.



Conduct assessment for major suppliers.



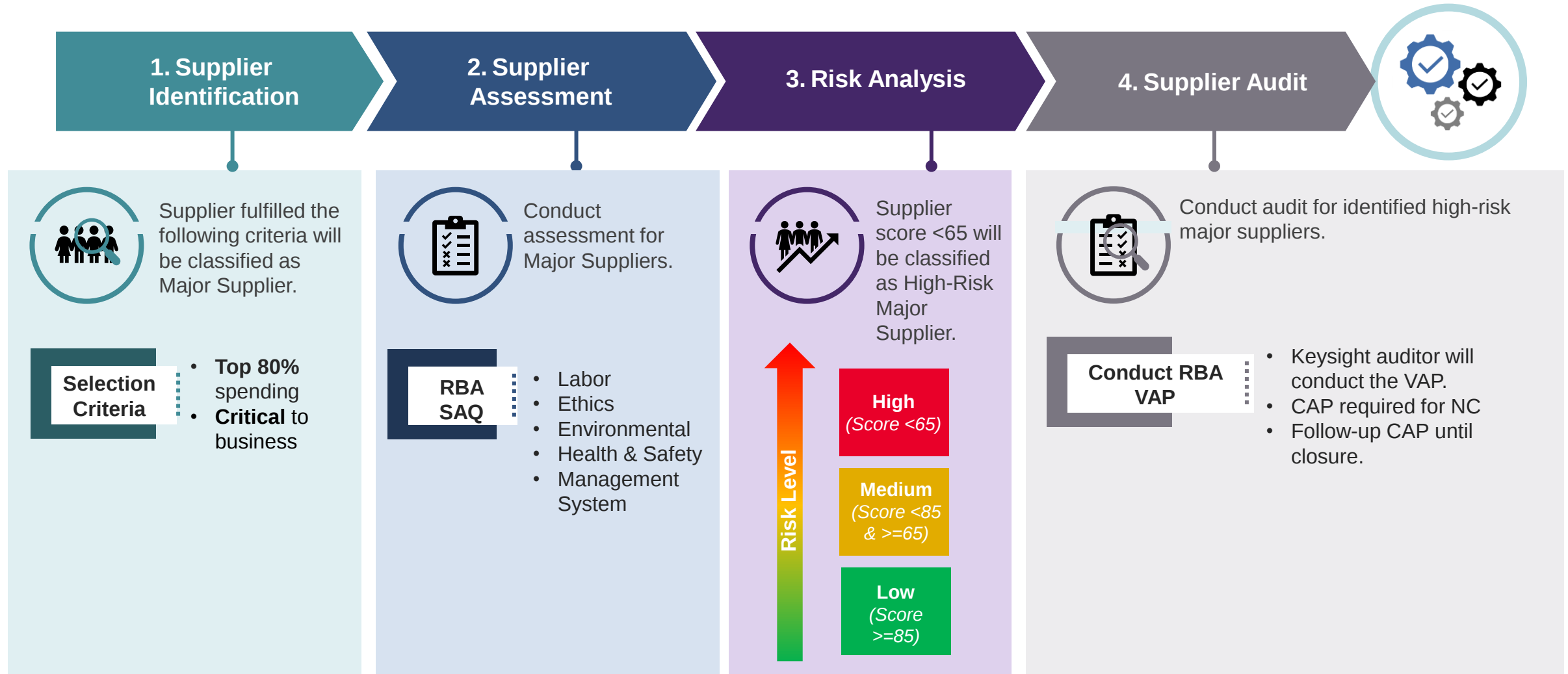
Identify high-risk major suppliers based on assessment results.



Audit high-risk major suppliers.

Assessment Process

Compliance



Knowledge Building

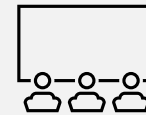
Conduct webinars/ training/ briefing to increase internal team & suppliers' awareness/ knowledge and cascade Keysight expectations to suppliers.



Conduct **Webinar** for external suppliers and internal procurement specialist.



Provide **Self-paced training** to external suppliers and internal team.



Conduct **briefing** for service providers and internal team on specific requirements.

Team Structure

Sponsor - Responsible for success of Supplier Compliance Program and Management System - Provides guidance, secures resources and organization linkages - Champions program, final decision maker	Stakeholder - Assist in resolving strategy issues and policy decisions - Provide alignment, control, and resourcing to implement strategies - Champions program throughout function and company-wide		
Supplier Compliance Program Manager - Define the Responsible Sourcing Strategy - Manages program through Governance Team, represents Global Procurement & Materials (GPM)	Supplier Compliance Team Responsible to communicate Keysight's Policies/ Supplier Code of Conduct to all suppliers and conduct assessment	Supplier Relationship Manager Responsible to work with suppliers to ensure all non-compliance issues and gaps are resolved.	Supplier Audit Team Conduct supplier audit
CSR Governance Team Function representative in development, governance and oversight of CSR program, planning, strategic initiatives, and reporting disclosures			

Thank you