

GENERAL PRINCIPLES OF CONDUCT
OF THE ORGANIZATION, MANAGEMENT AND CONTROL MODEL
PURSUANT TO ITALIAN LEGISLATIVE DECREE 231/2001
OF
MENARINI SILICON BIOSYSTEMS S.P.A.



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GENERAL PRINCIPLES OF CONDUCT OF THE ORGANIZATION, MANAGEMENT AND CONTROL MODEL

The authorities responsible for the departments, functions and services involved in the “risk areas”, as well as all recipients of the Model, are required, within the scope of their activity, to respect the rules of conduct set forth below, pursuant to the principles provided by the Organization, Management and Control Model pursuant to Legislative Decree 231/2001 (hereinafter, the “**Model**”) and, specifically, by **the Menarini Silicon Biosystems S.p.A. Code of Ethics** (hereinafter, “**MSB**” or the “**Company**”).

It is strictly forbidden to:

- engage in conduct that would include the criminal acts set forth by the Decree (see Annex to the Special Part “**Description of predicate offenses**”);
- committing any act that does not in itself constitute a criminal offense included within those mentioned above, but may potentially become one;
- engage in or facilitate transactions that would give rise to an actual or potential conflict of interest with the Company, including activities that may interfere with the ability to make impartial decisions in the best interest of the Company and fully compliant with the Code of Ethics rules;
- engaging in or facilitating operations or activities that do not comply with the Code of Ethics;
- engaging in activities that are in contravention of the procedures and principles provided for the purpose of preventing offences of counterfeiting of distinguishing marks of intellectual or industrial products.

It is also required that:

- any activities and operations conducted on behalf of MSB be characterized by maximum compliance with current law, as well as the principles of fairness, transparency, good faith and traceability of the documentation;
- maximum conformity between the acts performed and those required in accordance with the procedures is ensured, paying particular attention to the conduct of “sensitive” activities;
- those persons who exercise the role of oversight and supervision in relation to obligations associated with the performance of the aforementioned “sensitive” activities pay particular attention to the performance of those obligations and immediately inform the Supervisory Board of any irregularities, and, in any case, all the information provided for in section 11.4 of the General Part of the Company's Model.

Below there are further principles of conduct to be observed to mitigate the risk of committing the relevant offenses pursuant to 231/01 Legislative Decree.

➤ **Crimes against the Public Administration (articles 24 and 25 Decree 231/2001)**

It is strictly forbidden to:

- give, offer or promise money to government officials or persons responsible for government services, including healthcare workers (e.g., pharmacists, doctors, etc.);
- distribute, offer or promise gifts and presents whose value is not modest, in violation of the Code of Ethics and of company practice;
- agree, offer or promise other benefits, of any kind whatsoever, to government officials or persons responsible for government services, including healthcare workers;
- provide services on behalf of the Partners and/or consultants and/or suppliers that are not sufficiently justified within the context of the business relationship formed with them;
- pay fees to independent contractors that are not sufficiently justified in relation to the type of task to be conducted and the current local practices;
- present untrue or incomplete statements and/or documents and/or data and/or information to national, local or foreign governmental organizations, certainly not in order to obtain government grants, contributions or subsidized loans;
- to use amounts received from national or local governmental bodies as grants, contributions or loans, for purposes other than those for which they were originally intended.

Furthermore, to guarantee the principles in the preamble:

- in at-risk areas, the relationships with parties that may qualify as Government Officials or Parties Responsible for Government Services must be managed as a unit, by appointing one or more internal managers for each action or set of operations conducted;
- within the scope of the collaboration with the scientific sector, the fairness, suitability and accountability of the actions must be ensured, and these must be based upon the promotion of science and improvement of professional knowledge and carried out in cooperation with entities of proven reliability and national standing;
- association agreements with the Partners must be made in writing, emphasizing all the conditions of the agreement – specifically in relation to the economic conditions agreed for joint participation in the tender procedure;
- tasks assigned to independent contractors must also be provided in writing, indicating the agreed fee, and must be signed in accordance with the granted powers;
- no type of in-kind payment may be made;
- the statements made to national or local public bodies for the purposes of obtaining grants, contributions or loans must only contain true information and, in the event thereof, a special statement must be released.

➤ **Computer crimes and illegal data processing (art. 24 bis Decree 231/2001)**

All company resources and, specifically, those persons who hold positions relating to the use and management of information systems must base their actions upon the following principles of conduct:

- **Confidentiality:** ensures that certain information is preserved from improper access and used solely by authorized parties. Confidential information must be protected during both the transmission and storage/maintenance phase so that such information is accessible solely to those persons who are authorized to review it;
- **Integrity:** ensures that any company information provided is actually that originally entered into the computer system and has only been validly modified. It should be ensured that the information is handled in a manner such that it cannot be tampered with or modified by unauthorized parties;
- **Availability:** ensures the availability of the company information in accordance with the requirements of process continuity and in compliance with the standards imposed by historical preservation.

Under the aforementioned rules, it is specifically prohibited to:

- alter electronic documents, public or private, that have evidentiary value;
- illegally access public or private computer or electronic information systems;
- illegally access one's own computer or electronic information system in order to alter and/or eliminate data and/or information;
- illegally keep or use codes, passwords or other means to access a computer or information system of competing public or private parties in order to acquire sensitive information;
- illegally keep or use codes, passwords or other means to access one's own computer or electronic information system in order to acquire confidential information;
- procure and/or produce and/or distribute equipment and/or software for the purpose of damaging a computer or electronic information system of public or private parties, the information, data or programs contained therein, or in order to interrupt, in whole or in part, or alter its operations;
- carry out fraudulent activities to intercept, impede or interrupt communications;
- modify and/or delete data, information or programs of public or private parties or of public utilities;
- damage information, data and computer or electronic information programs of third parties;
- destroy, damage or render unusable computer or electronic information systems of public utilities.

Accordingly, the above parties must:

- utilize the information, applications and equipment solely for official purposes;
- avoid introducing and/or keeping at the company (on paper, computers or by means of business tools), in any manner and for any reason, confidential documents and/or electronic media owned by third parties, except if obtained with the express authorization and for strictly work-related reasons;
- avoid transferring outside the Company and/or transmitting files, documents or any other confidential documents owned by the Company or other Group companies, if not for purposes strictly relating to the conduct of its own business;

- avoid the use of software and/or hardware designed to intercept, falsify, alter or delete the content of electronic communications and/or documents;
- utilize the internet connection for purposes and the time strictly necessary to carry out work activities;
- comply with the procedures and standards expected, providing notice immediately to the competent units of any irregular uses and/or operations of the computer resources;
- use on Company equipment solely of products officially acquired by that Company;
- refrain from making copies of data and software that have not been specifically authorized;
- refrain from using the available computer tools in a manner not in accordance with the required authorizations;
- observe any other specific rule regarding access to the systems and the protection of the data resources and applications of the Company;
- meticulously observe the company security policies for the protection and oversight of the computer systems.

➤ **Organized crime offenses; crimes of receiving stolen goods, money laundering, use of money, good or utilities of illegal origin; transnational crimes (articles 24 *ter* and 25 *octies* Decree 231/2001; art. 10 Law 146/06)**

To guarantee the respect of the principles in the preamble:

- with respect to the commercial/professional reliability of the suppliers and of the partners, any information required must be requested, using the tools provided by external consultants;
- the tasks assigned to any services companies and/or individuals that oversee the economic/financial interests of the Company must also be prepared in writing, in the description of the contents and of the agreed economic conditions;
- it is necessary that the competent units ensure oversight of the regularity of the payments to all counterparties (including Group Companies); specifically, conformity between the party to whom the order is made and the party collecting the relative sum must be accurately reviewed;
- the oversight, whether formal or substantive (review the registered legal address of the counterpart company, review the credit institutions used, review of the use of trust companies), must be ensured with respect to company financial flows and payments through third parties and through Group companies;
- the minimum requirements established for selecting bidders for goods and/or services the Company intends to purchase must be strictly observed;
- criteria for the assessment of the tenders must be established;
- in the event of the negotiation of agreements/joint venture finalized upon the execution of investments, the utmost transparency must be ensured;

- full cooperation with Judicial Authorities is ensured, even by means of the refusal to influence any parties called to make statements or by requesting that such parties exercise the right not to respond.

➤ **Crimes against the industry and commerce and on matters of industrial property (art. 25 Bis and 25 bis 1 Decree 231/2001)**

To guarantee the respect of the principles in the preamble, MSB:

- has rules regarding the use of materials protected by industrial property rights;
- ensure the oversight, also through the assistance of consultants, of the conformity with laws regarding marketing/publicity material presented overseas.

➤ **Corporate crimes (art. 25 ter Decree 231/2001)**

It is necessary that all operations carried out as part of the “sensitive” activities receive suitable evidence.

In the performance of such operations, compliance with the principles of conduct set forth below must be ensured:

- ensuring compliance with the rules of conduct set forth in the MSB Code of Ethics, with particular regard to the requirement to ensure that any operation and transaction be correctly recorded, authorized, verifiable, valid, consistent and appropriate;
- maintaining appropriate and transparent conduct, compliant with the current law and regulations, in the performance of all the activities related to the preparation of the balance sheet and other corporate communications, in order to provide members and third parties true and correct information regarding the income statements, balance sheets and financial reports of the company;
- maintaining appropriate and transparent conduct, compliant with current law and regulations, in the acquisition, preparation and presentation of the data and information necessary for arrival at a legal opinion relating to the balance sheets, income statements and financial reports of the Company;
- ensuring observance of the principles of integrity, fairness and transparency, so as to permit recipients to arrive at a well-grounded and informed opinion regarding the income statements, balance sheets and financial reports of the Company and the conduct of its activities, as well as regarding the financial and related products;
- observing the requirements imposed by law for the protection of the integrity and efficacy of the share capital and to act in compliance with internal company procedures based upon those standards, so as not to jeopardize the rights of creditors and third parties in general in this regard;
- refraining from taking any action or initiative if a conflict of interest exists, or if there is, also on behalf of third parties, a conflict of interest with those of the Company;
- ensuring the ordinary operation of the Company and of the corporate bodies, guaranteeing and facilitating any form of internal oversight of the company management provided by law, as well as the free assembly of the meeting;
- refraining from engaging in sham or otherwise fraudulent transactions, as well as from disseminating

false and/or incorrect and/or misleading news that might generate changes in the price of the financial instruments;

- handling with the utmost fairness and transparency the relationship with Government Authorities, including Oversight Authorities;
- making promptly, fairly and in good faith all the communications required by law and regulations to the Government Oversight Authority, not impeding the exercise of the oversight duties conducted thereby;
- behaving fairly and truthfully with press and information organizations;
- basing the activities and relationships with the other Group Companies on maximum fairness, integrity and transparency, so as to ensure compliance with the laws and regulations currently in force.

➤ **Crimes regarding infringement of copyright (art. 25 *novies* Decree 231/2001)**

All parties receiving the Model are strictly forbidden from:

- committing any act that, although not themselves the aforementioned criminal offenses, may become one in the abstract;
- copying, importing, distributing, selling, leasing, disseminating/transmitting to the public, holding for commercial purposes or, in any case, for profit, without authority, computer programs, protected databases or any works protected by copyright or associated rights, including literary, musical, multimedia, cinematic [or] artistic works;
- unauthorized dissemination through computer networks of any original work or part thereof;
- engaging in file-sharing through the exchange and/or sharing of any type of file by means of a peer-to-peer platform.

Furthermore, in order to perform the above actions, MSB:

- has rules regarding the use of copyright-protected material;
- provided for the formalization of research agreements and specific clauses for the management of copyrights;
- provided for the prohibition on the installation and unauthorized use of file sharing systems.

➤ **Crime of inducing to withhold statements or to make false statements to judicial authorities (art. 25 *decies* Decree 231/2001)**

It is strictly forbidden to:

- coerce, in any manner and by any means, the will of parties summoned to make statements to appear before the Judicial Authority or to cause such parties to exercise their right to not appear;

- cause, in any way, subjects summoned to make statements before the Judicial Authority, to make untrue statements;
- give, offer or promise money, gifts, presents or other benefits to persons summoned to make statements before the Judicial Authority;
- engage in any conduct that does not in itself specifically include the criminal offenses set forth above, but may become them in the abstract;
- engage in or facilitate operations or activities that do not comply with the standards of the Code of Ethics.

Furthermore, in order to perform the above actions:

- in relations with the Judicial Authority, it must be ensured that the defendants or suspects in a criminal proceeding, especially with respect to those procedures wherein MSB may be directly or indirectly involved, are free to express their representations of facts when deciding to submit questions.

➤ **Crimes of employing third country citizens who are present illegally (art. 25 *duodecies* Decree 231/2001)**

All parties receiving the Model, particularly, must:

- considering workers protection prevailing on economic consideration;
- in the event that recourse is made to temporary labour by means of special agencies, ensure that such parties use workers who are compliant with legislation relating to residency permits and expressly request commitment to the Model;
- ensure by means of specific contractual clauses that any third parties working in collaboration with the Company (suppliers, consultants, etc.) use workers who are in compliance with legislation relating to residency permits and expressly request commitment to the Model;
- comply with measures provided by the company procedures for the prevention of the use of illegal labour and the protection of workers;
- not use, in any manner, child labour or work in conjunction with parties using such labour;
- maintain a proper system for the proxies and powers of attorney related to the employment of labour;
- implement a system for monitoring the events related to residency permits (expirations, renewals, etc.).

➤ **Private Bribery (art. 25 *ter* Decree 231/2001)**

In relation to private individuals and relations with employees, it is prohibited:

- either directly or through an intermediary, to solicit or receive for oneself or for others, an undue

advantage of any kind, or accept the promise of said advantage, in carrying out management or work roles of any type on behalf of the Company, in exchange for performing or omitting an action, in violation of the obligations of assigned office or those of general loyalty;

- either directly or through an intermediary, to promise, offer or provide an undue advantage of any kind to parties carrying out management or work roles of any type within the company or on behalf of an entity in the private sector, in exchange for the party carrying out or omitting an action in violation of their duty.

Furthermore, in order to ensure the principles indicated above are respected:

1. gifts, donations or courtesy expenses are to be adequately documented to allow for checks by the Supervisory Board;
2. any recruitment of personnel as well as the management thereof must comply with the company rules and must guarantee:
 - a) a resource planning process to be undertaken that takes into account the requirement;
 - b) the identification of the minimum needs required to cover the role and the relative level of remuneration in compliance with the provisions of the CCNL [Contratto Collettivo Nazionale di Lavoro (National Collective Labour Agreement)] (if applicable) and consistent with the compensation charts of reference;
 - c) the establishment of a personnel selection process that governs: (i) the research of multiple candidates based upon the complexity of the position to be held; (ii) the management of conflicts of interest between the selecting party and the selected party; (iii) the review, through various screening phases, of the conformity of the candidate with the established profile.
 - d) the conduct of pre-employment checks whose purpose is the prevention of adverse situations that expose the Company to the risk of committing the crime;
 - e) authorization to reimbursement at appropriate levels;
 - f) systems that ensure the traceability of the review of attendance and the fairness of the compensation paid.
3. the contracts among the Company and the representatives of the agencies, suppliers, consultants and clients must be made in writing with all their terms and conditions and in compliance with the following provisions:
 - a) all third-party contracts (with agencies, consultants, distributors, etc.) must contain a special clause governing the consequences of breach by such parties of the standards mentioned in the Model;
 - b) the agencies or their representatives, suppliers, distributors and, generally, third parties must be selected using transparent methods and according to previously- determined qualitative and quantitative criteria;
 - c) approval of the contract in accordance with appropriate authorizing levels;

- d) in addition, management of the contracts must provide for the review of consistence of the order with the parameters of the contract itself regarding the completeness and accuracy of the invoice and its consistency with legal prerequisites, just as provided by the company procedures;
- e) in relationships with companies, foundations, associations and other private entities, the types of relationships and the related management methods as well as the methods of collection, review and approval of the documents to be transmitted to the representatives of the companies, foundations, associations and other private entities must be identified;
- f) the procedures for the oversight of the financial flows and the traceability of the payments must be observed.

➤ **Crimes of smuggling (art. 25 *sexiesdecies* Decree. 231/2001)**

In the context of relations with the Customs Authorities, the recipients of the Model scrupulously comply with the Consolidated Customs Act d.P.R. 43/1973, of the Union Customs Code (UCC), EU Regulation n. 952/2013, and all other national and international laws, adopting all control and surveillance measures suitable for the prevention of any possible conduct aimed at smuggling.

It is strictly forbidden from:

- subtracting goods from the customs control system, not declaring or concealing them or falsifying transport and/or commercial documents;
- using improperly foreign goods imported/exported duty-free and reduced rate, destining them or using them in a different way from that for which the duty-free or reduced rate had been granted;
- introducing into the State foreign goods in replacement of national or nationalized goods sent by cabotage or in circulation;
- subtracting goods from the payment of customs duties through the artificial manipulation or through the use of fraudulent means;
- omitting or delaying the presentation of the customs declaration, or improperly handling the customs formalities by providing untruthful information about the quantity, quality or value of the goods.

GENERAL PRINCIPLES OF CONDUCT: HEALTH OFFENCES AND SAFETY AT WORK

As mentioned in the General Section of the Model, since its establishment the Company has adopted and implemented a policy focused on ethics.

In particular, the Company has always paid constant attention to the continuous improvement of safety, understood as the prevention of injuries, accidents, and dangerous behaviour, as well as occupational hygiene and medicine, plant safety, operation and maintenance.

To effectively implement its commitment at all levels the Company's goal is that of striving to:

- consider the protection of the health and safety of workers as a corporate objective to be achieved and

constantly improved, in compliance with the technical and structural standards of the law relating to plants, equipment, workplaces, chemical, physical and biological agents, etc.;

- analyse and assess the risks of accidents in relation to legislative provisions, guarantee the safety of workers and the surrounding environment and adopt measures to limit any consequences;
- act in compliance with all national laws and local regulations in force, adopting all the necessary preventive measures in its activities and updating them according to technical progress and experience;
- check that the design of the plant, machinery and equipment, as well as the workplaces, is carried out in such a way as to safeguard the health of workers;
- assign tasks and responsibilities regarding safety at work, through the creation of a suitable organizational structure, such as emergencies, first aid, management of contracts, periodic safety meetings, consultation with workers' safety representatives;
- involve the entire company structure, according to its own attributions and competences, in the achievement of the assigned safety objectives;
- ensure the activity of preventive, periodical and extraordinary sanitary surveillance, as well as the information, education and training of the workers;
- ensure the availability of the protection and prevention equipment/devices foreseen and verify their use;
- provide measures to ensure that third parties operating within the company's premises adopt behaviours, practices and procedures that are consistent with the principles of this Policy;
- conduct or verify the operation of plants and equipment in such a way as to ensure their compatibility with the protection of workers' safety;
- involve its own employees in the concrete definition of the objectives and in the implementation of the modification and improvement plan, providing them with all the tools and knowledge so that they operate in accordance with the safety provisions and procedures
- ensure appropriate supervisory activity with reference to workers' compliance with safety procedures and work instructions;
- periodically review the contents of the Risk Assessment Document to verify its adequacy, effectiveness, and applicability.

➤ **The duties and tasks of Third-Party Recipients**

As it also appears in the Company's Code of Ethics, Third parties coming into contact with the Company must cooperate to best of their ability and competencies in order to promote behavior aimed at ensuring the health and safety of workers.

The duties and tasks of Contractors *Contractors* must

- guarantee they have the professional technical qualifications in relation to the work to carry out on the basis of a project or works contract or service provision contract;
- incorporate the information provided by the Employer regarding the specific risks existing in the environment where they are destined to work, and on the prevention and emergency measures adopted

by the Employer;

- cooperate with the Employer to implement the prevention and protection measures from risks at work affecting the activities referring to the works contract or service provision contract;
- coordinate the protection and prevention interventions for the risks that Workers are exposed to, together with the Employer.

The duties and tasks of Suppliers Suppliers must:

- comply with the prohibition from manufacturing, selling, renting and allowing the use of work equipment, personal protection devices and installations not complying with applicable legislation and regulations on health and safety in the workplace.
In the case of items with financial leases subject to compliance certification procedures, these must be accompanied by the relevant documentation provided by the assignor.

The duties and tasks of Designers

The Designers of premises, work stations and installation must comply with the general principles of prevention regarding health and safety in the workplace when making their project and technical decisions, choosing equipment, components and protection devices that adhere to legislative provisions and applicable regulations on the subject.

The duties and tasks of Installers

For the part they are competent for, installers must abide by the regulations for health and safety in the workplace, as well as the instructions provided by respective manufacturers.

GENERAL PRINCIPLES OF CONDUCT: ENVIRONMENTAL CRIMES

In carrying out their activities on behalf of MSB, the recipients of the Model are required to comply with the rules of conduct indicated below, in accordance with the principles dictated by the Model and, in particular, by the Code of Ethics.

More specifically, all the subjects to whom the Model is addressed are absolutely forbidden to:

- engaging in, promoting, collaborating in or causing behaviours which, taken individually or collectively, directly or indirectly constitute the types of offences included among those considered in article 25 undecies of the Decree;
- to behave in such a way that, although not constituting an offence among those considered above, could potentially become one.

The recipients of the Model shall adhere to the following principles, and must:

- always consider predominant the need to protect the environment as compared to any economic consideration;
- contribute, in accordance with their own competence, to the fulfilment of the duties included within the protection of the environment;
- always assess the effects of their conduct in relation to the risk of damage to the environment: any action

that may have an impact upon the environment must aim at reducing to a minimum the real or potential damage that may be caused to the environment;

- pursuant to their training and experience, as well as the instructions and means provided or arranged by the employer, not engage in improper actions that might cause damage to the environment;

- refrain from undertaking on their own operations or actions that are not included within their own duties or, in any case, may cause damage to the environment;
- observe all the measures provided by the company procedures to prevent the production and to reduce the harmfulness of waste;
- ensure the protection of the soil and subsoil, conservation of the territory as well as the protection of surface, marine and underground waters;
- take all the precautions necessary to keep air pollution to a minimum and to keep emissions below the limits established by law;
- carry out the temporary storage and subsequent delivery of waste under safe conditions and in compliance with current law;
- observe all the procedures and the SGI HSE, the purpose of which is the prevention of environmental problems and limiting of damages in the event of occurrence of the same;
- attend specific training courses on environmental matters.

As regards any operation carried out by the above-mentioned subjects and assessed as potentially at risk of commission of offences, the Supervisory Board will be entitled to carry out the controls deemed most appropriate.