

Doing Business with FortisAlberta

SUPPLIER CODE OF CONDUCT



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Doing Business with FortisAlberta: Supplier Code of Conduct

At FortisAlberta Inc. (“FortisAlberta” or the “Company”), we always strive to do the right thing, comply with all legal requirements and act with utmost honesty, integrity and professionalism in everything we do. Our values of safety, integrity, respect, excellence and service form the compass that keeps employees pointed in the desired direction. These values apply to all aspects of FortisAlberta’s business.

These values are reflected in this Supplier Code of Conduct (“Supplier Code” or “Code”), which is the Company’s primary guide for ethical and professional behaviour expected from our contractors, vendors, consultants, subcontractors, service providers and other third parties who may provide goods and/or services to FortisAlberta (each a “Supplier” and collectively “Suppliers”).

Application and Scope

Our Supplier Code sets out the minimum standards of conduct to which we expect Suppliers and their personnel, representatives, employees, workers, agents, subcontractors, assignees and affiliated entities (collectively “Representatives”) must adhere while conducting business with, or on behalf of, FortisAlberta. Suppliers must take appropriate steps to ensure the Supplier Code is communicated to, understood by and complied with by their Representatives and followed while they do business with, or on behalf of, FortisAlberta. We reserve the right to amend and modify the Supplier Code at our discretion.

Ethical Conduct

The Code sets clear expectations for Supplier behaviour, outlining the standards of conduct required to ensure business is carried out honestly, safely, legally, ethically and sustainably. It emphasizes respectful communication and professional interactions, reinforcing a culture of trust and collaboration. While the Code offers guidance, it cannot cover every situation. When faced with uncertainty, Suppliers are expected to act in a manner that upholds legal compliance, integrity, fairness, respect and the highest standards of personal and professional conduct.

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Health and Safety

FortisAlberta has a strong safety culture with the goal of reducing workplace injuries. We strive to achieve health and safety excellence while providing safe and reliable service to our customers. We work to ensure that everyone, including our employees, contractors, customers and the public, gets home safely each day. No work requirement is more important than ensuring the job is performed safely. Suppliers share the responsibility of ensuring our workplace and the communities we serve are safe and healthy. Suppliers must also ensure strict compliance with FortisAlberta's [Health and Safety Commitment Statement](#). In line with this commitment, Suppliers must meet the following requirements:

Workplace Safety

Suppliers must provide a safe, healthy and sanitary work environment for all Representatives. Suppliers shall implement procedures and safeguards to manage and minimize workplace hazards, work-related accidents and injuries inherent in the working environment (particularly the utility industry). Suppliers must ensure compliance with all applicable occupational health and safety rules, laws, standards and procedures. Suppliers are responsible for complying with, and enforcing, all of FortisAlberta's safety standards, policies and procedures communicated to the Supplier. Suppliers must also ensure their Representatives complete all necessary safety training.

Fit for Duty

Our commitment to providing a healthy and safe working environment is built upon a workplace that is free of impairment. Suppliers must ensure that workers are fit for duty, which means being capable of safely performing the requirements of their job and not under the influence of alcohol or drugs during working hours (on and off premises and on standby duty).

Reporting Incidents

In addition to legal reporting requirements, each Supplier must immediately report to their FortisAlberta business representative any occupational injuries, unsafe conditions or practices and damage to property occurring as a result of the Supplier's activities for, or on behalf of, the Company.



Labour and Human Rights

We are committed to upholding the human rights of workers and treating them with dignity and respect. We support the spirit and intent of the *United Nations' Universal Declaration of Human Rights* and the *International Labour Organization's Declaration on Fundamental Principles and Rights at Work*. FortisAlberta expects its Suppliers to comply fully with employment, human rights and labour laws and regulations, including the [Fighting Against Forced Labour and Child Labour in Supply Chains Act, SC 2023](#) (the "Forced Labour Act").

Equal Opportunity Rights (No Discrimination, Abuse, or Harassment)

Suppliers must not discriminate in hiring, compensation, training, advancement or promotion, termination, retirement or any other employment practices. Suppliers shall create and maintain a work environment free of discriminatory acts, harassment or any other form of abusive or inappropriate behaviour or retaliation based upon race, ethnic or national origin, language, colour, religious beliefs, age, marital status, family status, sexual orientation, gender, gender identity, gender expression, source of income, physical disability, mental disability or any other legally protected characteristic.

Suppliers must not condone or tolerate such behaviours by their Representatives. Engaging in any of these behaviours may result in termination of the Supplier's contract with FortisAlberta or removal of the Supplier's Representatives from Company property as deemed appropriate and at our sole discretion.

Labour Conditions

Suppliers must ensure that no child labour, forced labour, bonded labour or indentured labour (as defined in the *Forced Labour Act*) will be used in any supply chain. All labour must be voluntary. Suppliers must ensure that their employees are free from undue risk of physical harm or exploitation and are compensated in accordance with all applicable wage and work-hour laws and regulations. Suppliers must respect the right of workers to choose whether to lawfully and peacefully form or join trade unions of their choosing and to bargain collectively.

Suppliers must review their operations to ensure they mitigate the risk of forced or child labour entering their supply chains, as well as collect the necessary data to meet their reporting obligations or to support FortisAlberta's reporting requirements.

Respect and Dignity

Suppliers must treat their workers and employees and FortisAlberta's personnel with respect and dignity.

Immigration

All Suppliers' workers and employees required to perform work in Canada must be authorized to work in Canada, and the Supplier must obtain all necessary documentation indicating such authorization prior to permitting its Representatives to work for FortisAlberta in Canada.

Compliance

Suppliers shall implement and maintain a reliable record-keeping system regarding the eligibility of all workers, including the age eligibility and legal status of foreign workers. Engaging child labour, forced labour, bonded labour or indentured labour is a crime within the context of the relevant Canadian laws and international conventions, including the *Forced Labour Act*. Non-compliance with these requirements would result in the termination of the Supplier's contract with FortisAlberta and may also involve further legal sanctions.



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Sustainability

At FortisAlberta, sustainability is taking care of our people, our communities and the environment while maintaining business excellence along the way. Our Suppliers must be aligned with our [Sustainability Commitment Statement](#).

Indigenous Commitment

FortisAlberta acknowledges the importance of building and nurturing authentic relationships within the Indigenous communities we serve, including the First Nations and Métis Settlement lands. We respect Canada's Indigenous People, their land and culture, and we recognize them as the traditional stewards of the land. We believe Suppliers should, where applicable, endeavour to have a similar approach and engage respectfully with Indigenous and other communities (including respecting their rights and traditions). Our Suppliers must be aligned with our [Indigenous Commitment Statement](#).

Environment Commitment

Suppliers must comply with all applicable environmental policies, procedures, regulations and laws and FortisAlberta's [Environment Commitment Statement](#). Our Suppliers must be familiar with and contribute to this commitment. Suppliers must operate in an environmentally responsible manner and seek to develop and use environmentally friendly innovations and practices that reduce negative environmental impacts.

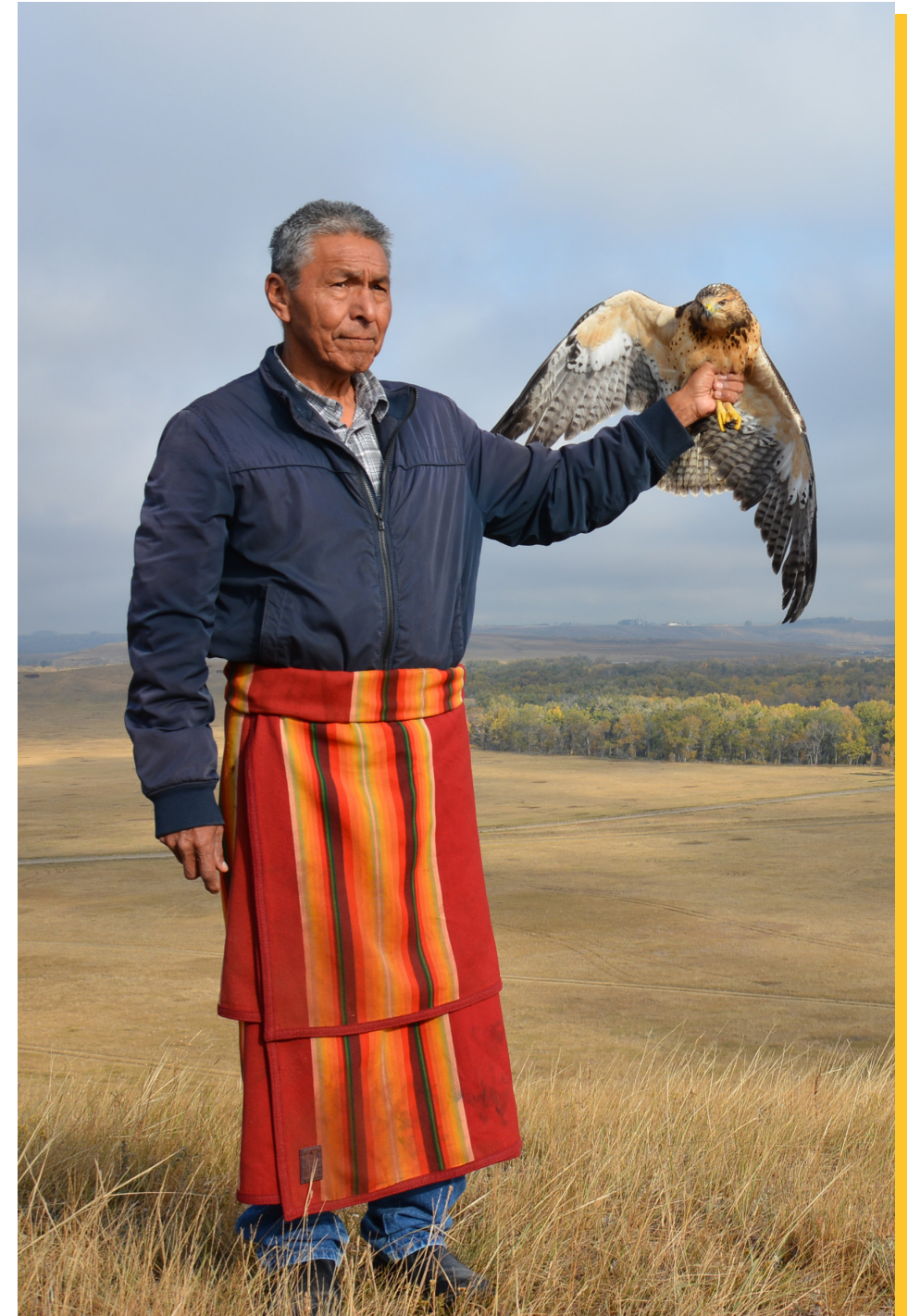


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Anti-Corruption

Suppliers and their Representatives are strictly prohibited from promising, offering, providing or accepting anything of value, directly or indirectly, to any public office holder or third party in order to obtain any improper benefit or advantage or to exert improper influence. Suppliers must comply with all applicable national and international anti-corruption and anti-bribery laws and regulations as well as FortisAlberta's *Anti-Corruption Policy* and *Anti-Corruption Procedures*.

Conflicts of Interest

Suppliers and their Representatives are prohibited from engaging in any activity that could give rise to, or be perceived to give rise to, a conflict between their personal interests (including the interests of any family member) and the interests of FortisAlberta. Suppliers and their Representatives shall exercise due care and diligence to avoid any situation in which they may improperly benefit, or appear to improperly benefit, from knowledge acquired through their business relationships with FortisAlberta.

Business Records

Suppliers must create, retain and dispose of business records in full accordance with applicable legal and contractual requirements. FortisAlberta reserves the right to monitor and request Supplier records from time to time as they pertain to work being performed for FortisAlberta. When requested, records, accounts, books and documents must be provided to FortisAlberta in a timely manner. Falsification of records or misrepresentation of conditions or practices in the supply chain are unacceptable and may result in the termination of the Supplier's contract or business relationship with FortisAlberta.

Corporate Property

Suppliers must protect all of FortisAlberta's tangible and intangible property and ensure that the use of such assets is for FortisAlberta business-related purposes only and complies with all Company policies, as well as any applicable laws and regulations.

Intellectual Property

Our intellectual property rights, including our trademarks, service marks, logos, copyrights, trade secrets, inventions, discoveries and patents are valuable assets that must be protected. Suppliers must not infringe on our intellectual property rights. Suppliers must comply with all the applicable laws and regulations governing intellectual property rights, including protection against the disclosure of patents, copyrights and trademarks.



Acting Responsibly

Confidentiality, Privacy and Data Protection

Confidential information is non-public information about the business, employees or customers of FortisAlberta. FortisAlberta is committed to safeguarding and protecting our own confidential information and the personal information of our customers, employees and Suppliers. Suppliers shall abide by their obligations relating to protection, collection and proper handling of confidential and personal information in accordance with their agreements with the Company and with applicable privacy, security and data protection laws and regulations. The obligation to protect our confidential information continues even after the business relationship with us has been completed. Suppliers must notify FortisAlberta immediately of any actual or suspected privacy breaches, security breaches or loss or disclosure of our information. Further, Suppliers must assist FortisAlberta in managing any consequences arising from such events. Suppliers must comply with FortisAlberta's [External Privacy Policy](#).

Information Security

FortisAlberta operates under an information security program that meets and exceeds recognized industry standards. FortisAlberta provides secure access to its systems (including equipment and online services) to approved Suppliers to enhance how we do business together. Suppliers with access to our information systems must have a security program in place that meets recognized industry standards and complies with our minimum information security standards. Suppliers with access to FortisAlberta's information systems shall ensure all reasonable measures are taken to protect information assets when handling and/or transmitting electronic communications within our information systems. Suppliers must comply with all contractual requirements regarding information security and data protection and destruction. Suppliers are also responsible for ensuring completion of all required IT training and compliance with FortisAlberta's Information Technology Policies. FortisAlberta expects Suppliers to comply with applicable laws and regulations, including those relating to data protection, privacy, security or the processing of personal data and information, and not to take any action that would prevent FortisAlberta from complying with its obligations thereunder.

External Recognition

Suppliers shall not use the name, trademark, logo or any other imagery or intellectual property of FortisAlberta for any reason, including marketing, endorsements or promotional activities, without the prior written consent of FortisAlberta. Even a simple mention of the name FortisAlberta may be considered an endorsement. Always ask your FortisAlberta business representative prior to using our name, logo or other trademarks.

Suppliers are prohibited from making posts or comments on social media that imply that they are speaking for, or on behalf of, FortisAlberta. Suppliers are prohibited from disclosing confidential or material information about FortisAlberta, its employees or operations on social media. Suppliers are also prohibited from hosting or linking to internet chatrooms, bulletin boards, social media or newsgroup discussions or otherwise participating in online communications about FortisAlberta. Suppliers are expected to comply with our *Social Media Policy*.

Business Continuity and Disaster Recovery

The Company recommends Suppliers where feasible, to have adequate business continuity and disaster recovery plans in place, designed in accordance with industry standards to maintain continuity of services to a reasonable degree after the occurrence of an event that results in an interruption or suspension of services. Upon request by the Company, Suppliers will disclose in reasonable detail and discuss the elements of their business continuity plans.



Supplier Compliance

The requirements outlined in this Supplier Code are not to be read in lieu of, but in addition to your legal obligations and standards of conduct prescribed in FortisAlberta’s other policies available to the Supplier, which may have more detailed requirements relating to the topics covered in this Supplier Code.

Those policies include:

- Anti-Corruption Policy and Anti-Corruption Procedures
- Code of Conduct Policy
- Distracted Driving Policy
- Drug and Alcohol Policy
- External Privacy Policy
- General IT Policy
- Insider Trading Policy
- IT Acceptable Use of Technology Policy
- IT Security Policy
- Records Retention and Disposition Policy
- Respect in the Workplace Policy
- Social Media Policy

Suppliers can contact Compliance@fortisalberta.com to request copies of these policies.

The Supplier Code sets out minimum standards that Suppliers must meet and nothing in the Code shall prevent Suppliers from exceeding these standards. The expectations outlined in the Supplier Code are not replacements or substitutes for the FortisAlberta Code of Conduct, applicable laws, and the Supplier’s contractual obligations. The Supplier Code should be construed as supplemental to the Supplier’s contractual obligations and in the event of any conflict, the terms in the Supplier’s agreement with FortisAlberta will prevail. Where the Supplier Code and national or local laws have requirements for the same subject matter, Suppliers shall meet the more stringent requirements. The Supplier Code does not create new and additional third-party rights for the Suppliers, or any other third parties, including the Suppliers’ Representatives.

The business practices of Suppliers may reflect on or affect the work environment at FortisAlberta. Non-compliance with the standards set forth in the Supplier Code and all applicable local and federal laws could result in disciplinary action up to

and including immediate removal from FortisAlberta property, termination of contracts in accordance with contractual terms, subsequent disqualification as a future Supplier to FortisAlberta and/or disclosure to the appropriate authorities if there is a violation of law and/or legal action. As an expectation of this commitment, we may audit Suppliers to confirm compliance with the Supplier Code.

Reporting Non-Compliance

The Supplier Code does not anticipate or specifically address all issues that may arise as part of your relationship with FortisAlberta. Suppliers are encouraged to contact their FortisAlberta business representative, a member of the Procurement and Supply Chain team or the Compliance and Privacy Officer with questions or for guidance on how to proceed in any given situation.

We prohibit retaliation against anyone who raises concerns or is involved in an investigation into possible instances of non-compliance with this Supplier Code.

Non-compliance of this Supplier Code may be reported to any of the following: your respective FortisAlberta business representative, the Director Procurement and Supply Chain Management, the Compliance and Privacy Officer (Compliance@fortisalberta.com) or the [EthicsPoint](#) anonymous reporting system (1-866-294-5534).

Periodic Review

This Supplier Code shall be reviewed periodically and may be amended at the Company’s discretion.



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The line that connects us all