



# Supplier Code of Business Conduct FAQ's

Revised December 13, 2021

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## ***What is a Supplier Code of Business Conduct (“Supplier Code”)?***

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A set of rules that define the expectations of our Suppliers including safe working conditions, respectful working environment, and compliance with laws, regulations, and other NiSource policies. The Supplier Code outlines the requirements in five key areas:

- Positive and safe work environment
- Fair and ethical dealings with others
- Protection and proper use of our assets
- Avoid conflicts of interest
- Citizenship and compliance with laws

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## ***Why is NiSource doing this?***

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NiSource believes that good, ethical business is the foundation of our workplace. NiSource has always had this expectation of its employees and suppliers. The Supplier Code offers greater transparency and awareness to our suppliers on our expectations for ethical and safe business practices.

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## ***How can I get a copy or access a version of the Supplier Code?***

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The [NiSource Supplier Code of Conduct](#) can be found at the [Doing Business With Us](#) page of our [NiSource](#) website.

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## ***Who is impacted by this new Supplier Code?***

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All third-party providers, vendors, suppliers, contractors and agents (jointly, “Suppliers”).



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## ***How does this Supplier Code impact our partners?***

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To continue working with NiSource, all Suppliers are expected to read, understand, and comply with the guidelines and behaviors outlined within the Supplier Code.

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## ***If I am a supplier with whom can I speak if I have questions?***

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For questions related to the new Supplier Code, please contact the NiSource Ethics Department at [ethics@nisource.com](mailto:ethics@nisource.com) or 219.647.4231.

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## ***How was the new Supplier Code developed?***

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The Supplier Code was developed by an internal team that consisted of members from the Legal, Ethics, and Supply Chain departments. The team examined supplier code examples from several benchmark organizations and modified their approach based on the specific needs of NiSource and its Suppliers. We will continue to monitor the Supplier Code and make any necessary edits and adjustments to ensure that it is driving the types of behaviors we want to see.

## **TIMING/COMPLIANCE**

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### ***When is this change effective?***

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The Supplier Code of Business Conduct was adopted by NiSource in December 2021. The Supplier Code will be in effect for all suppliers doing business with NiSource effective **January 1, 2022**.



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## ***What happens if a supplier does not comply with the Supplier Code?***

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If a Supplier's performance is found to be non-compliant with the Supplier Code, NiSource will work with the Supplier to remediate any identified issues or concerns.

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## ***Will the Supplier Code impact any of our current contractual agreements and obligations?***

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All existing agreements will be updated (by notice) to replace any reference to the NiSource Code of Business with the Supplier Code of Business Conduct. For all Suppliers, regardless of the form of agreement you are contracted on, it is NiSource's expectation that you comply with this Supplier Code or maintain a code of business conduct substantially similar to the Supplier Code.

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## ***Do these new requirements apply to sub-contractors, also?***

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Yes, it is the responsibility of the core supplier to ensure that whomever they are sub-contracting with is compliant with the Supplier Code to conduct business with NiSource.

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## ***Do suppliers need to sign or affirm that they will adhere to the new Supplier Code of Conduct?***

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No, a signature or acknowledgement of this new policy is not needed and is unnecessary. As NiSource has published this policy, it is now in effect for all.

## TRAINING

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### ***Is there training that is available to cover this change?***

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Training requirements and modules may be developed at a future date.



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## REPORTING CONCERNS

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### *How can I report a concern or a potential violation?*

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You can raise a concern, ask a question or report a potential violation by contacting:

Ethics Hotline	Web Reporting	Ethics Department
800.457.2814	<a href="http://nisource.alertline.com">nisource.alertline.com</a>	219.647.4231 <a href="mailto:ethics@nisoure.com">ethics@nisoure.com</a>

### *If I report a concern or a potential violation, will it be anonymous?*

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**Anonymous reporting is always an option.** Anonymous reporting can be done through our hotline or web reporting. Both options are available 24 hours, 7 days a week. These reporting options are through an independent third-party provider that sends the report directly to the Ethics Department.

- Your call will not be recorded or traced.
- You may remain anonymous, but it is important to keep the PIN number that will be provided to you.
- Your PIN number allows you to check back in on the status and outcome of your report and protects your privacy being disclosed to only you, providing confidentiality for your report

### *If I report a concern or a potential violation, will I be retaliated against?*

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You can report violations without fear of retaliation. NiSource does not tolerate conduct, whether direct or indirect, that involves threats, harassment, retaliation or any type of discrimination or adverse action against a reporter because they make an honest and sincere complaint without malice known as a “good faith” complaint about suspected Company, employee or Supplier’s violations of law or violations of the Code or our policies.