



## **Sun Communities, Inc.**

### **Code of Vendor and Supplier Conduct**

Sun is committed to conducting business in a safe, ethical, and sustainable way, creating the best experience possible for all our stakeholders. We recognize the importance of extending this through our supply chain. The Code of Vendor and Supplier Conduct below encompasses principles and expectations that extend to all direct vendors and suppliers providing goods and/or services to Sun Communities properties and partners.

#### **Human Rights**

##### **Fair Treatment, Non-Discrimination, and Anti-Harassment**

Vendors and suppliers are expected to establish and maintain a working environment free of all forms of harassment or retaliatory conduct that unreasonably interferes with an individual's work performance or that creates an intimidating, hostile, or offensive work environment because of any protected trait. Such discrimination or harassment is prohibited and is inconsistent with our policies, practices, and philosophy.

##### **Workplace Health and Safety**

Vendors and suppliers shall provide all workers with a safe work environment that follows applicable safety regulations, including, but not limited to, appropriate personal protective equipment, workplace health and safety information, and relevant health and safety training.

##### **Forced Labor and Anti-Human Trafficking**

Sun Communities prohibits the use of forced or compulsory labor in any form and strictly prohibits our vendors and suppliers from engaging in forced labor activities, any form of slavery and trafficking of person. Sun is committed to mitigating the risks of trafficking in persons in connection with our operations. Sun is committed to full compliance with all applicable laws, regulations, and policies that prohibit trafficking in persons, including Executive Order 13627 and expects our vendors and suppliers do the same.

All work must be voluntary, and workers shall be free to leave work or to terminate their employment. Suppliers must not require workers to surrender any government-issued identification, passport, or work permit as a condition of employment.



## **Child Labor**

Sun Communities expressly prohibits the use of child labor and requires all vendors and suppliers abide by the ILO Standards outlined in Convention 138. Vendors and suppliers shall hire workers who meet at least the legally specified minimum age for employment, or the minimum age for completing compulsory education in the country, whichever is higher.

## **Protection for Rights of Minority Groups and Social Inequalities**

Sun is committed to promoting and encouraging respect for human rights and fundamental freedoms for all. We encourage the free expression and enjoyment of social, religious, political, and cultural beliefs and practices. This commitment is reinforced through ongoing education and sharing of resources which increase awareness of inequalities that exist and steps all stakeholders can take to make positive change.

## **Freedom of Association and Collective Bargaining**

Sun is committed to conducting its business with honesty, integrity, and in compliance with applicable labor laws, rules, and regulations including those concerning working hours and compensation. Vendors and suppliers will recognize and allow their employees the freedom of association and right to choose collective bargaining representatives, without fear of reprisal, intimidation, or harassment.

Supplier shall comply with all applicable state and federal wage and hour laws and regulations, including those relating to minimum wages, overtime hours, piece rates and other elements of compensation, and provide legally mandated benefits.

## **Working Conditions – Wages, Benefits and Hours**

Vendors and Suppliers are expected to abide by all applicable state and federal wage and hour laws including those related to minimum wages, overtime, and mandatory benefits.



## **Business Ethics**

### **Bribery and Corruption**

Sun prohibits corruption in all forms, including extortion and bribery. Under no circumstances may vendors or suppliers offer money, gifts, incentives or favors to influence improperly the behavior of an employee or leader at Sun Communities-, influence a business relationship or induce improper conduct.

### **Gratuities, Gifts and Vendor/Supplier Sponsorships**

Entertainment, gifts, or community event sponsorships extended from vendors or suppliers in accordance with normal business practice are permitted as such gifts are made in good business taste and are of reasonable value (not more than \$100) so that no possible inference can be drawn that they could influence the recipient in the performance of Company duties. Special discounts may be extended provided that no team member accepts such discounts in connection with any prospective or completed transaction of any kind involving Sun. Vendors and suppliers are prohibited from extending cash or cash equivalents.

## **Environmental Impact**

Sun Communities, Inc. is committed to reducing our environmental impact across the scope of our operations and through the services we deliver to our residents and guests and expect the same commitment of our vendors and suppliers. At minimum, vendors and suppliers are expected to comply with applicable environmental laws. Sun encourages vendors and suppliers to establish programs to monitor, measure and reduce environmental impacts, including but not limited to energy consumption and waste creation, created via their operations.

## **Compliance and Reporting**

Sun Communities, Inc. expects vendors and suppliers to comply with the aforementioned principles and expectations within this Code of Vendor and Supplier Conduct. Monitoring compliance is the responsibility of the vendor/supplier, but Sun Communities, Inc. may require the vendor/supplier to demonstrate compliance at any time, without notice. Sun Communities, Inc. reserves the right to immediately terminate business with any vendor/supplier who is found to have violated this Code.

Suspected concerns of violation should be reported through Sun's anonymous hotline, EthicsPoint, an avenue for reporting workplace concerns or inappropriate business practices. **EthicsPoint can be reached toll-free, 24 hours a day at (844) 492-0905 to report suspected violations.**



SUN COMMUNITIES, INC.