

Keysight Technologies, Inc. Human Rights and Labor Policy

Keysight Technologies, Inc. acknowledges and respects the fundamental principles contained in the [Universal Declaration of Human Rights](#), the tenets of the [United Nations Guiding Principles on Business and Human Rights](#), core [International Labor Organization Conventions](#), and the laws of countries in which we operate. Keysight is committed to fair employment practices, and complies with all national, state, and local laws, including those pertaining to labor compliance, nondiscrimination, and equal opportunity. We are a member of the [Responsible Business Alliance \(RBA\)](#) which further strengthens our efforts and commitment.

Keysight's core values and culture reflect a commitment to ethical business practices and good corporate citizenship. Our policies and practices require Keysight to conduct our business with uncompromising integrity and to promote human rights within the company's sphere of influence. These values and practices allow us to maintain a best-in-class work environment.

This Human Rights and Labor Policy (the "Policy") is aligned with other foundational Keysight policies, including Keysight's [Standards of Business Conduct \(SBC\)](#). The SBC governs our legal and ethical obligations in our dealings with customers, competitors, suppliers, and third parties, as well as with our fellow employees. All employees are personally accountable for knowing, understanding, and complying with the SBC in all their interactions on behalf of Keysight. Each employee is required to take SBC training on an annual basis and managers must be available to answer questions or assist in understanding how to integrate the SBC into work at Keysight. We are committed to regularly assessing human rights-related risks and potential impacts, reviewing our policies and management processes, and seeking input from various stakeholders across Keysight on our approach.

The Policy was created in 2014 and is updated as needed. It applies to all employees, contingent workers, affiliates, manufacturers of our products and service providers, and our supply chain.

Our Principles

Freely Chosen Employment: Keysight believes all human beings should be afforded basic rights and freedoms, including the right to freely chosen employment. Keysight supports the elimination of all forms of forced, bonded or involuntary prison labor. Keysight does not use forced, bonded (including debt bondage) or indentured labor, involuntary or exploitative prison labor, slave labor or labor obtained through the trafficking of persons including transporting, harboring, recruiting, transferring or receiving persons by means of threat, force, coercion, abduction or fraud for labor or services. There are no unreasonable restrictions on workers' freedom of movement in the facility, nor are there unreasonable restrictions on entering or exiting company provided facilities. All work is voluntary, and workers are free to leave work at any time or terminate their employment. Keysight does not hold or otherwise destroy, conceal, confiscate or deny access by employees to their identity or immigration documents, such as government-issued identification, passports or work permits, unless such holdings are required by law. In Keysight, employees are not required to pay employers' or agents' recruitment fees or other related fees for their employment. If any such fees are found to have been paid, Keysight reimburses the employee.

Refer to [Keysight's Statement on Eradication of Slavery and Human Trafficking](#) for our commitment and efforts to combat any forms of forced and bonded labor in our business and supply chain.

Child Labor and Young Worker: Keysight condemns all forms of exploitation of children. Keysight will not recruit child labor and supports the elimination of exploitive child labor. The term "child" refers to any person under the age of 15, or under the age for completing compulsory education, or under the minimum age for employment in the country, whichever is greatest. Workers under the age of 18 shall not perform work that is likely to jeopardize their health or safety, including night shifts and overtime.

Wages and Benefits: Keysight will compensate our employees with wages and benefits that meet or exceed the legally required minimum, including overtime hours and legally mandated benefits. Deductions from wages as a disciplinary measure is not permitted.

Working Hours: Keysight will not require employees to work more than the maximum hours of daily labor set by local laws.

No Discrimination: Keysight supports and upholds the elimination of discriminatory practices with respect to employment and promotes and embraces diversity in all aspects of its business operations. Our policies prohibit discrimination based on race, color, age, gender, sexual orientation, gender identity and expression, ethnicity, religion, disability, pregnancy, veteran status, national origin, political affiliation, union membership, protected genetic information, marital status or any protected class.

No Harsh or Inhumane Treatment: Keysight prohibits harsh and inhumane treatment including any sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse of workers, nor is there to be the threat of any such treatment. Keysight provides a safe and healthy working environment for all employees.

Freedom of Association: Keysight respects the rights of employees to organize in labor unions, to bargain collectively and to engage in peaceful assembly in accordance with local laws and established practice, if desired. Keysight is committed to treating our employees with dignity and respect and creating an environment of open communication.

Environmental, Occupational Health & Safety: Keysight conducts business in an ethical, legally compliant, environmentally sustainable and socially responsible manner. Keysight values a healthy and safe work environment for all employees. Keysight Technologies cares for our people, our planet, and our communities where we operate. Our [Environmental, Occupational Health and Safety Policy](#) provides clear, consistent and regulatory-compliant policies and standards for managing environmental, and occupational health and safety.

Data Privacy: One of Keysight's most valuable assets is the goodwill it maintains with employees, customers and third parties with whom we do business, and thus are committed to the responsible collection, storage, use, transfer and disposal of their personal data. We follow applicable privacy and data protection laws wherever we do business and respect an individual's privacy when it comes to personal data. Our Global Data Privacy Policy applies to all Keysight legal entities worldwide owned directly or indirectly by the company, and our [Customer Privacy Statement](#) and [Supplier Privacy Statement](#) is posted on Keysight website for transparency on how the Company handles personal data.

Ethical Business Conduct: Keysight's SBC requires that business be conducted with honesty and integrity, reflecting the high ethical standards that are the basis for achieving our goals. The SBC establishes clear ethical guidelines for how we do business and establish accountability. All employees must comply with the SBC.

Keysight Technologies Supplier Environmental and Social Responsibility Code of Conduct: Keysight's suppliers are required to support and promote the fundamental human rights referenced in this document. Keysight's SBC prohibits doing business with suppliers that we believe violate local laws or basic international principles relating to anti-corruption, bribery, labor standards or environmental protection in their business practices. We expect our suppliers to adhere to environmental and social responsibility principles that are like those valued in Keysight. To clarify our expectations, Keysight developed the [Keysight Supplier Code of Conduct](#).

Responsibility and the Open-Door Policy

Keysight has an Open-Door Policy pursuant to which employees may contact any manager in or outside of their management chain to discuss ideas or issues of concern. Keysight also has a Compliance Hotline which is operated by a third-party vendor. The Compliance Hotline provides a formal avenue for employees and members of the public to report serious compliance concerns regardless of their geography

Reports of compliance violations will be investigated by the Company. Employees who make a good faith report of concerns regarding compliance violations will be protected from retaliation for making such a report. Reports can be made using one of the following:

- Notifying into the management chain, a manager outside of the management chain, local HR, Legal or Internal Audit teams.
- Keysight's Compliance Hotline. May make an anonymous, confidential report by contacting keysight.alertline.com.
- Submitting a report anonymously and confidentially by mail to: Keysight Technologies, Inc., Legal Department SBC, Mailstop 1USM, 1400 Fountaingrove Parkway, Santa Rosa, CA 95403-1738, USA.

DEDICATED KEYSIGHT ACTIONS TO SUPPORT POLICY:

- Keysight Standards of Business Conduct: https://about.keysight.com/en/quality/Keysight_SBC.pdf
- Keysight Environmental, Occupational Health & Safety Policy: https://about.keysight.com/en/quality/Keysight_EHS_Policy.pdf
- Keysight Supply Chain Transparency Statement: <https://www.keysight.com/us/en/about/supply-chain-transparency.html>
- Keysight Environmental & Social Responsibility Expectations for Suppliers: https://about.keysight.com/en/supplier/env_expectations.shtml
- Keysight Supplier Code of Conduct: <https://about.keysight.com/en/supplier/SupplierCodeofConduct.pdf>
- References for the Conventions of the ILO: http://about.keysight.com/en/supplier/References_for_the_Conventions_of_the_ILO.pdf
- Keysight Global Anti-Corruption Policy: https://about.keysight.com/en/quality/Keysight_Global_Anti-Corruption_Policy.pdf
- Keysight Purchase Order Terms and Conditions: <https://about.keysight.com/en/supplier/poTermsConditions.shtml>
- Keysight Corporate Social Responsibility Report: <http://www.keysight.com/go/csreport>

This policy is approved by Keysight's executive management and applies to Keysight operations worldwide.

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