

Keysight's Commitment to Human Rights and Labor

Ethical business practices and human rights and labor standards are fundamental to Keysight's identity. We demonstrate our commitment through our social responsibility efforts, which are core to the **Keysight Leadership Model (KLM)** -- the framework for how we run the company.

Keysight's Approach to Human Rights and Labor

Keysight considers international principles, legal compliance, partnerships, and our supply chain in formulating our approach to human rights and labor management. We created the Keysight Labor Management System (KLMS) to enable us to evaluate and manage human rights and labor risks based on customer needs and legal requirements. We respect 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. We are committed to fair employment practices, and comply with all national, state, and local laws, including those pertaining to labor compliance, nondiscrimination, and equal opportunity.

In addition, Keysight utilizes the **Responsible Business Alliance (RBA) Code of Conduct** to structure the KLMS. As an Affiliate Member of the RBA – a nonprofit alliance of leading companies dedicated to respecting the rights and promoting well-being of workers and communities engaged in the global electronics supply chain, Keysight has committed to making progress toward RBA Code of Conduct compliance and encouraging our first-tier suppliers to do the same.

Keysight Labor Management System Principles and Commitment

The KLMS follows the RBA outline of labor standards along seven dimensions that highlight salient human rights issues in the electronics supply chain:

1. Freely Chose Employment
2. Young Workers
3. Working Hours
4. Wages and Benefits
5. Non-Discrimination
6. Humane Treatment
7. Freedom of Association



Keysight upholds these specific principles in our own guidelines and policies, including:

- [Keysight Standards of Business Conduct \(SBC\)](#)
- [Keysight Human Rights & Labor Policy](#)
- [Keysight Statement on Eradication of Slavery and Human Trafficking](#)

Inclusion and Diversity

Inclusion and Diversity (I&D) is an integral part of Keysight's Leadership Model, core values, and a competitive advantage which enables innovation and customer success. We place an emphasis on building a best in class, inclusive work environment, in which we are leveraging the unique perspectives and contributions of every employee. Inclusion builds our employees' sense of belonging, which extends from our value of treating each other with dignity and respect. At Keysight we seek out a broad range of perspectives, backgrounds, life experiences, skills, and abilities to help us achieve our mission, of accelerating innovation to connect and secure the world.

Keysight demonstrates its commitment to I&D in the following ways:

- I&D is included as one of the CEO strategic priorities and is reviewed by Keysight's Board of Directors. I&D plans are monitored and adapted dynamically for continuous improvement.
- We actively source and recruit qualified diverse talent through campus hires, interns and other global talent acquisition programs.
- We provide training, networking and mentoring opportunities to diverse employees as an effort to retain, develop and enable employee success and maintain inclusive practices.
- We support employees' involvement in Employee Network Groups including LBGTQ, Diversity Allies, Women's Leadership Development and in community & academic organizations that build a pipeline of diverse talent.
- Communications and branding reflect the contributions and value of our diverse talent.
- Our policies and practices reflect our commitment to inclusion, equity and diversity.

The principles of no discrimination and no harassment can be referenced in:

- [Keysight Employee Harassment Policy](#)
- [Keysight Human Rights & Labor Policy](#)
- [Affirmative Action and Equal Employment Opportunity Policy Statement](#)

Security

Keysight's mission is to accelerate innovation to connect and secure the world. From an operational perspective, Keysight is committed to conducting business with integrity. Ethical governance is at the core of our operations. We have programs, policies and procedures designed to:

- Respect the privacy and personal data protection of our employees, customers and stakeholders
- Support company site and employee safety and security
- Manage security risks to business continuity
- Meet compliance requirements worldwide

Related security commitment, statement, policy and program is outlined in [Keysight Security](#).

Keysight Labor Management System Structure

KLMS leverages both the ISO Standards' High-Level Structure and the RBA Code of Conduct to establish, document, implement, and sustain a management system that put interrelated processes in place to maintain compliance with standards and laws, evaluate compliance and associated risks, monitor corrective actions and track the efficacy of any corrective actions.

KLMS uses six core elements to connect interrelated components of labor management following a standard Plan, Do, Check, Act (PDCA) method for control and continuous improvement. The six core elements include, Strategic Objectives and Policies; Structure and Roles; Evaluation and Risk Management; Planning, Implementing and Monitoring; and Auditing and Improving.

Governance Team

KLMS accountability is managed through executive sponsors, advisors and supervisors, as well as a program manager with support from partners, functional leaders, and subject matter experts. To ensure KLMS success, each role has specific, delineated responsibilities that are guided by KLMS.



Management Through Plan/Do/Check/Act (PDCA)

Using a standard PDCA management method, the KLMS is designed to enable continuous improvement, address emerging global trends in human rights and labor, evaluate risks, and encourage accountability.

Plan

Planning allows continuous improvement as new challenges arise and human rights and labor expectations shift. Keysight annually identifies its priorities and compliance action. Priorities are identified using information about legal and customer requirements, evaluation and risk management data, HR priorities and CSR key objectives, and feedback from employees. With this information, an annual human rights and labor plan is created, which is comprised of goals and objectives, resource assignments, measures of success, and audit expectations, for the coming year. The Plan is then reviewed and approved by executive management.

Do

Implementation of our human rights and labor management efforts takes many forms including training, communications, and regular input from the KLMS Core Team and the Corporate Social Responsibility (“CSR”) Team.

Training and awareness are a key part of implementing these policies. In order to build awareness and understanding of Keysight and RBA requirements, the Company posts our core human rights and labor policies and guidelines on [Keysight CSR website](#), provides training programs and communication to employees including Keysight’s SBC annual mandatory training, RBA awareness training, as well as trainings and programs to foster inclusion and diversity.

Check

Human rights and labor initiatives require frequent monitoring of Key Performance Indicators (KPIs) to ensure proper implementation of policies. Keysight’s KPIs for human rights and labor are based on the People pillar of our CSR Strategy which prioritizes supply chain labor standards, employee diversity, anti-discrimination, talent acquisition, retention, and development. Monitoring initiatives include timely and recurring audits and assessments of risks, tracking to target KPIs, ensuring KLMS governance processes are current and effective management of documents and records.

Keysight uses audits and assessment to identify and mitigate risks. After each audit, findings are presented and, if necessary, an improvement plan is created with regular tracking to verify corrective actions meet compliance requirements.

To supplement monitoring from audits, Keysight actively seeks feedback from employees. The company has several avenues for worker feedback including an Open-Door policy, 24/7 compliance hotline, HR contacts, Ask CEO and Executives forums, KLM training, myInsight Idea Club and myVoice employee survey.

Act

Gaps identified in reporting, audit feedback, and changes in requirements, are assigned to appropriate team members for action and integrated into the next fiscal year planning efforts if significant investment and resourcing are required.

Supply Chain Responsibility

Keysight’s commitments to human rights and labor, as well as our continuous improvement model and PDCA method, extend to our suppliers and partners. Considering suppliers play such an important role in responsible sourcing and ethical business practices, we expect our partners to uphold our values and require that they commit to the [Keysight Supplier Code of Conduct](#). Keysight regularly communicates the requirements to suppliers and evaluates the supplier’s compliance status against the Code.

Keysight Human Rights & Labor Resources

- [Annual CSR Report](#)
- [Keysight Human Rights & Labor Policy](#)
- [Keysight Employee Harassment Policy](#)
- [CSR - Our People](#)
- [Keysight Standards of Business Conduct](#)
- [Keysight Supplier Code of Conduct](#)
- [Keysight CSR Resources](#)
- [Keysight CSR News, Awards, Recognition](#)
- [Keysight Statement on Eradication of Slavery and Human Trafficking](#)
- [Affirmative Action and Equal Employment Opportunity Policy Statement](#)
- [References for the Conventions of the International Labour Organization](#)

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