

## **Quick Reference Guide:**

# A Guide to Our Code of Conduct



This guide, while not a substitute for our Code of Conduct, serves as a helpful resource when compliance concerns or ethics issues arise in the workplace. For details, refer to our Code.

### We Are Upstanding

#### **Our Purpose**

To enrich the lives of those who produce and those who consume, ensuring progress for generations to come.

#### **We Follow Our Values**

Our Values are at our core. They tell us who we are and what we stand for. They are the fundamental beliefs that drive our decisions and help shape our culture. Our success depends on all employees embracing and living our Values at all times.

**Enrich lives** We commit to enhancing lives and the land. As leaders, we pursue a purpose which goes beyond our immediate interests to benefit society.

**Stand tall**We are leaders who act boldly. We accept the challenges that confront our industry as our own and will step up to ensure that agriculture progresses and thrives.

**Be curious** We innovate relentlessly. We accelerate our pace of innovation to create solutions that will deliver abundant high-quality food, now and for the future.

**Build together** We grow by working together. We must embrace diversity and collaboration in order to build one company and reach out across the food system, creating shared value.

**Be upstanding** We always do what's right, maintaining high ethical standards and conducting business safely and transparently.

**Live safely** We embrace safety and the environment in all we do.

## How to Be Upstanding (Making Ethical Decisions)

#### **Our Values Guide Our Choices**

Our Values guide our decision-making and behaviors. Asking the following questions can help us think through issues and arrive at better decisions.

What are my responsibilities in this situation? What Values may be affected by this decision? How does our Code of Conduct apply? Do I have legal responsibilities that I must consider?

#### Who/what will be affected by this decision?

- Customers?
- Shareholders?
- Colleagues?
- Business partners?
- · Local communities?
- Government officials?
- Competitors?
- Me, my family or relatives?
- Land, environment?

Once you have thought through your responsibilities and the consequences of each decision, you can take the following steps to help you resolve the issue.



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### Speaking Up and Seeking Help-

#### **Always Speak Up**

When we see questionable or unethical behavior, or have a question about how a policy is being implemented, it is our responsibility to speak up and seek help.

An ethical workplace is built on ethical workers, who are willing to raise questionable behavior, are conscientious, and hold each other accountable to live our Values. Upstanding conduct is a team effort.

#### **Asking Questions and Getting Help**

If an employee has an ethical concern or question, the employee's leader is the first and best resource. If our leader is not available, or if we are not comfortable discussing the matter with our leader, the following resources are also available:

- Another leader
- Ethics and Compliance Officer
- Legal
- Finance
- Human Resources

### **Anonymity and Confidentiality**

We treat all reports of ethical concerns, including contacts to the Hotline, as confidential.

Employees may ask to remain anonymous when filing an ethical report. Ethical concerns involving criminal or illegal activity may be reported to the appropriate authorities.

#### **Zero Tolerance for Retaliation**

We can only maintain our Values if we feel safe speaking up. We do not tolerate retaliation against anyone who in good faith reports suspected misconduct or anyone who assists with an investigation. Any Corteva Agriscience™ employee who takes or threatens retaliatory action against an employee making a good-faith report of misconduct will be subject to disciplinary measures, up to and including termination of employment. In some cases, retaliation can result in civil and/or criminal penalties.

Corteva Agriscience™ Global Hotline: +1-833-400-1141

Corteva Agriscience<sup>™</sup> Web Reporting Form: https://reportanissue.com/corteva



