

THIRD-PARTY QUESTIONNAIRE FORM

The purpose of this questionnaire is to assist Boart Longyear ("BLY") in collecting information about its potential business partners or service providers ("Applicant" or "Company") with the aim of ensuring compliance with BLY's Code of Business Conduct and respective policies, applicable laws, and, in particular, applicable anti-bribery and modern slavery legislation. This includes, among others, the U.S. Foreign Corrupt Practices Act and the UK Anti-Bribery Act, the Australian *Modern Slavery Act 2018* (Cth), the UK *Modern Slavery Act 2015*, and all other laws which criminalize human trafficking. The goal is for BLY to:

- identify risk so as to avoid improper payments being channeled through the Applicant;
- to ensure that BLY does not deal with an Applicant known to be involved in bribery;
- ensure that remuneration to be paid to the Applicant is an appropriate and justifiable remuneration for legitimate services rendered; and
- identify risks of modern slavery that may exist in the Applicant's business or supply chain.

The Applicant, being a person or entity, is kindly requested to answers all the questions and to provide all the information requested in this questionnaire. If answers require more space than is given in this form, respond please on a separate sheet. Please attach all requested additional documents to your completed response, sign and return to your BLY representative.

I. GENERAL INFORMATION

1.	Name of Applicant (company or individual):	
2.	Applicant's business address (principal place of business and address for purposes of communications, if different from the principal place of business):	
3.	Person/s of contact:	

II. COMMERCIAL INFORMATION

1.	Principal lines of business, products and/or services:	
	 Provide any brochures and 	
	available public reports	
2.	Describe the type of services to be provided to BLY:	
3.	Does your role require license, qualification, certification or other registration? If yes, do you have?	
	s your license, qualification, certification or istration ever been suspended?	
	□ Yes □ No	
4.	Provide addresses of all offices where you offer services to BLY:	
5.	In what countries will your services be provided or products sold?	
6.	Do you plan on using any other parties (subcontractors, agents or others) to provide services to BLY?	
	□ Yes □ No	
	If yes , please identify the other party(ies) and the services to be provided:	
suc tha	te: BLY must give prior approval to ch persons or entities and may request at any such persons or entities complete parate questionnaires.	
7.	Form of compensation for proposed services:	
	 ☐ Hourly rate ☐ Lump sum ☐ Commission ☐ Discount ☐ Combination of the above ☐ Other 	

8. Identify proposed method of payment (e.g., wire transfer to bank account, bank draft, cash, etc.):	
 Method of payment: Currency: Name of account holder: Name of bank where account is located: Address of bank where account is 	
Note: Applicant should be paid in the country where it has its principal place of business or the country where it renders its services. Such payments should be in compliance with applicable taxation, exchange control laws, anti-bribery, money laundering and any other applicable laws.	
ORPORATE INFORMATION	
Applicant's legal structure:	
☐ Individual☐ Corporation☐ Partnership☐ Other	
 <u>Provide copy of legal structure</u> <u>registration</u> 	
2. Year of establishment:	
3. Provide Tax ID number	
If a corporation, provide names of all directors:	
5. Has your company or any of its principal officers, directors, ever been charged with a criminal offense?	
□ Yes □ No	
If yes , provide details:	
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III.

IV. COMPLIANCE WITH LEGISLATION

A. Anti-Bribery Legislation

Before responding to the questions below, please consider that "government official" means and includes the following persons:

- (1) Official or employee of any government agency (e.g. state oil company)
- (2) Official or employee of government-owned or controlled enterprise (e.g., mining company partially owned by government);
- (3) Official or employee of a public international organization (e.g., IMF, World Bank, United Nations);
- (4) Any candidate for political office;
- (5) Any political party or party official;
- (6) Member of a royal family.

1.	Are any of the persons identified in the responses to Section III above:	
	Current "government officials."	
	☐ Yes ☐ No	
	Relatives of a government official?	
	□ Yes □ No	
	Past government officials?	
	☐ Yes ☐ No	
	Involved in any business relationship, including acting as an agent or consultant for, or holding common ownership of any business enterprise or partnership with any current government official, or family member of a government official?	
2.	If the answer to any of the questions above is yes, provide details, including: • Full name of government, company, or party position: • Official responsibilities: • Dates of service (current or past): • For relatives, the relationship: • For common business interest, the type of business relationship, including the name of any enterprise or partnership, and the nature of	
2.	Involved in any business relationship, including acting as an agent or consultant for, or holding common ownership of any business enterprise or partnership with any current government official, or family member of a government official? Yes No If the answer to any of the questions above is yes, provide details, including: Full name of government, company, or party position: Official responsibilities: Dates of service (current or past): For relatives, the relationship: For common business interest, the type of business relationship, including the name of any enterprise or	

3.	Are you and the company familiar with the prohibitions of the Anti-bribery laws?	
	□ Yes □ No	
4.	What policies does the company have in place to ensure compliance with the Anti-bribery legislation?	
	Provide Company code of ethics, written anti-Bribery guidelines (if any)	
	Is there a contract for existing suppliers? Does it contain standard anti-bribery language?	
5.	Have you or your company previously been accused of any violation of Antibribery legislation or of making an improper payment to a government official?	
	□ Yes □ No	
	If yes , please describe:	
6.	Have you been provided with a copy of the Boart Longyear Code of Business Conduct, Anti-Bribery Policy and Procurement Practices Policy?	
	□ Yes □ No	
7.	Does your company have a process for anyone to report, without fear of retaliation, matters related to anti-bribery and corruption?	
	☐ Yes ☐ No	
В. М	Modern Slavery and Human Trafficking	g Legislation
8.	Are you and the company familiar with the prohibitions of the modern slavery and human trafficking laws?	
	□ Yes □ No	
9.	What policies and procedures does your company have in place to ensure compliance with the Modern Slavery and Human Trafficking legislation?	

Provide written guidelines and policies (if any) Does your company require your suppliers to accept and comply with your guidelines and policies?	
□ Yes □ No	
Have you or your company previously been accused of any violation of modern slavery or human trafficking laws?	
□ Yes □ No	
If yes , please describe:	
11. Has your company ever been audited (including by an auditor appointed by a third party) for compliance with human rights, modern slavery and human traficking laws?	
If yes, please provide details of the findings of the audit	
12. Does your company require its suppliers to certify that materials incorporated into their products comply with all slavery and human trafficking laws of the country or countries in which they are doing business?	
□ Yes □ No	

V. COMMERCIAL REFERENCES

Please give at least two references including the data below:

1.	Name:	
	Phone Number:	
	Fax Number:	
	Email:	
	Website (if available):	
	Relationship:	
2.	Name:	
	Phone Number:	
	Fax Number:	
	Email:	
	Website (if available):	
	Relationship:	

VI. BANK REFERENCE

Please provide a letter from a bank, on its letterhead, in which you or your company has bank accounts, confirming that you or your company are a client in good standing and the period of time that you or your company have had at least one account.

1.	Name of the bank	
2.	Address	
3.	Person of contact within the bank (name, telephone, email address, bank's webpage)	

VII. SUMMARY OF DOCUMENTS TO BE PROVIDED

- 1. Copy of company organizational chart
- 2. Brochures and available public reports
- 3. Copy of commercial registration4. Curriculum vitae of personnel that will be performing Services for BLY
- 5. If publicly held, copy of most recent public filing
- 6. If privately held, copy of last audited accounts, annual reports or other similar documentation
- 7. Curriculum Vitae of individual shareholders, directors and officers of Company
- 8. Company code of ethics, written anti-Bribery guidelines (if any)

VIII. **CERTIFICATION**

BLY will use the information contained in this questionnaire for the sole purpose of validating the Applicant's qualifications and reputation and checking the veracity of information that has been provided.

The information provided may be shared by BLY with its parent companies and/or affiliated companies and their representatives for the sole purpose described above.

The Applicant authorizes BLY and its representatives to contact the references listed above and consents to the release of relevant information as described.

By signing this form, the Applicant releases, indemnifies and holds harmless BLY, its parent companies and/or other affiliated companies and its duly authorized representatives from and against any and all claims, liens, demands, costs, expenses or liabilities arising from or related to, directly or indirectly, the release of information in connection with its inquiries about the applicant.

The undersigned, being duly authorized to execute this form and to certify as to the matters set forth herein by the Applicant, certifies that all information in this form is correct.

Name & Title:		
Signature:		
Date:	_	