

Verification of Lubricant Specifications Ltd

Member Company Code of Ethics

Verification of Lubricants Specifications Ltd (VLS) requires every member to abide by this Code of Ethics, as well as observing both the letter and the spirit of the law with respect to the regulations and trading standards applied in the UK.

VLS will ensure that this Code of Ethics be interpreted and enforced reasonably, fairly and objectively without prejudice and having due regard to the size and resources of the member companies.

ENDORSEMENT

The Code is only of value if member companies are prepared to be judged by their performance against the standards laid down. Chief Executives or the executive responsible for UK lubricants related activities of member companies are therefore requested to endorse the Code of Ethics in writing on behalf of their organisations.

SCOPE

Members will make best efforts to achieve the following goals, if appropriate to their activity:

- (i) Protect and enhance the health and safety of all employees, contractors on site, their customers' employees and end-users through the safe and responsible manufacture, supply, storage, use and disposal of all materials
- (ii) Protect and enhance the environment by safe responsible storage, use and disposal of all materials, particularly those, which are potentially hazardous to the environment
- (iii) Impose the strictest quality controls throughout their manufacturing, marketing distribution and storage process
- (iv) Maintain quality management systems which meet or exceed an international quality standard and for Lubricant, Base oil and Additive producers to be accredited to ISO BS EN 9000, or meet an equivalent or future international quality standard, or can demonstrate a path towards accreditation

- (v) Pursue a policy of continuous improvement in the manufacturing, blending, producing, packaging, marketing and selling, storage and disposal of lubricants and related products

RULES

These rules provide mandatory and specific standards of minimally acceptable professional conduct for all members. These rules are enforceable by VLS and members are required to:

- i. Comply with all laws and regulations relating to the manufacture, distribution, storage and disposal of lubricants, including those applicable to Health and Safety
- ii. Manufacture, compound, blend, produce and supply lubricants and allied products in compliance with current industry standards, test specifications and operating procedures as prescribed by the American Society for Testing Materials, the Society of Automotive Engineers, A.C.E.A., A.E.I.L., the American Petroleum Institute, International Standards Organisation, British Standards Institution, Institute of Petroleum and other standard-setting automotive - industrial organisations recognised within the industry and or military, national or government contracting authorities
- iii. Maintain quality assurance procedures in the manufacturing, compounding, blending, production, marketing and supply of lubricants and allied products to ensure that required or claimed standards and specifications have been met and are accurately reflected in the formulations
- iv. Ensure that all product packaging and promotional literature and or data sheets highlighting the properties and or performance specifications are accurate, not misleading and meet current regulations
- v. Ensure that all containers are filled to the volume or weight described on the label, so as to comply with weights and measures regulations
- vi. Ensure that all containers are stored correctly to prevent cross contamination of lubricants
- vii. Provide supporting evidence to VLS of compliance to the above Code of Ethics, if required

If proof is given that a member is in breach of this Code of Ethics then the Supervisory Committee has the right to investigate the matter and act in accordance with the VLS Charter and Operating Principles and the Articles of Association. Depending upon the degree and nature of the non-observance such sanctions will include:

- a) A demand for voluntary corrective action with a written assurance that the non-conformance has been terminated and will not recur
- b) Temporary suspension of membership for a designated period, this suspension will include the removal of all rights, privileges and benefits of membership
- c) Termination of membership in accordance with Article 30.2 of the Articles of Association