

Introduction

Polynova has undertaken to follow the fundamental principles of human rights, labour law and environment, and to combat corruption throughout our operations. This also includes building sustainable relationships with our suppliers.

This Code of Conduct for suppliers defines the basic minimum requirements which apply for all suppliers to Polynova Nissen.

Undertaking on suppliers' compliance

In signing the Code of Conduct for suppliers, the executive management for the supplier ensures that they and any subcontractors that are used for manufacturing of products for Polynova, agree with the content in this document.

Requirements**Compliance with legislation**

The suppliers must act in full accordance with all applicable laws, rules and statutes that are relevant for the content in this code. If local laws and statutes provide stronger protection than the requirements in the code, the local laws and statutes apply.

Child labour

Use of child labour is strictly forbidden, in accordance with the ILO's convention 138 on minimum age, and convention 182 on elimination of the worst forms of child labour. ILO convention 138 states that no child under 15 (or 14 in certain countries) is permitted to work unless they are covered by exceptions approved by ILO or national legislation. If the supplier employs young employees, it must demonstrate that their employment does not expose them to unnecessary risks that can harm physical, mental or emotional development.

Forced labour

The supplier must not under any circumstances use, or in any other way derive benefit from, forced labour in accordance with ILO's convention no. 29 on forced labour and ILO's convention no. 105 on abolition of forced labour. This means that the supplier may not use physical punishment, confinement or threats of violence as disciplinary measures, or retain employees' identification, passport, work permit or deposits as a condition for employment.

Discrimination

The suppliers may not discriminate in connection with employment or other employment practice in accordance with ILO's convention no. 100 on equal remuneration and ILO's convention no. 111 on discrimination. This includes promotion, benefits and access to training due to race, ethnicity, gender, disability, sexual orientation, religion, political opinions, maternity, social origin or similar attribute.

Harassment

The suppliers must treat their employees with dignity and respect and may not tolerate any physical, psychological, sexual or verbal harassment, including severe or inhuman treatment, coercion, deprivation of liberty or unwanted sexual advances.

Health and safety

The suppliers must provide a healthy and safe working environment. This includes as a minimum the provision of drinking water and adequate lighting, temperature, ventilation, sanitation and personal protective equipment for employees. The suppliers must ensure that fire alarms, extinguishing equipment and emergency exits are in place and maintained. Fire and evacuation exercises must be performed regularly.

Working hours

The suppliers must divide the working hours up into normal and overtime hours, and record all working hours correctly. Overtime may not exceed the number of hours covered by applicable legislation.

Remuneration

The supplier's employees must be furnished with wages and benefits which comply with national laws or industry standards as a minimum, depending on which are highest. Wages must be paid regularly and directly to the employees at the agreed time.

Environment

The suppliers must follow all applicable legal environmental requirements and aspire to continuously improve their environmental performance.

Corruption and unfair competition

The suppliers may not engage in any form of corruption, including bribes, conflicts of interest, fraud, embezzlement, illegal kickbacks, extortion and nepotism/favouritism. This means that the supplier can never, directly or through intermediaries, offer or promise any personal or inappropriate benefit to obtain or retain business, or other benefit from a third party, whether public or private. Fixing of prices, allocation of markets and similar anticompetitive methods are prohibited.

Immaterial

The suppliers must respect intellectual property rights, including patents, trademarks, copyrights and process design, and protect Polynova's confidential and owner-protected information. All transfer or sharing of technology or know-how must take place in a way that protects intellectual property rights.

Money laundering

The suppliers must not accept, support or facilitate money laundering and it is strictly forbidden to consciously conduct transactions which facilitate money laundering or in any other way lead to illegal diversion of assets.

Monitoring

All business relations between Polynova and their suppliers must be based on honesty, trust and cooperation. Signing the Code of Conduct for suppliers means that the supplier undertakes to work proactively to meet these requirements within its own operations and delivery chain. Polynova reserves the right to monitor and review each supplier's compliance with the Code of Conduct for suppliers. Polynova asks that its suppliers provide relevant information that they request, and to make employees available when Polynova conducts a review. The suppliers must appraise their own subcontractors in order to ensure compliance with this Code of Conduct for suppliers, and to monitor and conduct reviews of their subcontractors on request from Polynova. If the supplier or its subcontractors does not meet the requirements, timely and effective action must be taken at no extra cost for Polynova.

Violation of the Code of Conduct for suppliers can have an adverse impact on business relations with Polynova, as Polynova retains the right to cancel the agreement if the supplier breaches the code and does not rectify any shortcomings as agreed.

Declaration of conformity

As supplier to Polynova we hereby confirm that we have read this Code of Conduct for suppliers. We understand our responsibility to inform our employees and suppliers about its contents and to ensure compliance with the principles set out in this code.

Business name:

Name:

Title:

Date:

Signature: