



## **NORDOX AS SUPPLIER INTEGRITY DECLARATION**

NORDOX aims to make effective procurement that supports positive social development that considers people, society, and the environment. To achieve this, NORDOX sets several requirements for those who wish to become suppliers to NORDOX. This includes requirements for the supplier's Labor and Human Rights, HSE responsibility, business ethics and compliance with laws and regulations.

### **Laws, licenses, and permissions**

As a supplier to NORDOX, you always ensure that you maintain laws, regulations, licenses, permissions, authorizations, consents and permits that it needs to carry out the work in a lawful, responsible, and ethical way under the supplier contract.

### **Labor standards and Human Rights**

As a supplier to NORDOX, you comply with the standards identified by the International Labor organization (ILO) relating to labor and working conditions as well as applicable laws and regulations. You shall also respect the human rights of employees as established in the ILO's Declaration on Fundamental Principles and Rights at Work, including:

- Non-discrimination
- Prohibition of child labor
- Prohibition of forced labor
- Freedom of association and the right to engage in collective bargaining

### **Health, safety, and environmental management**

As a supplier to NORDOX, you provide a safe and healthy workplace for all your employees and conduct your business in an environmentally sustainable way. You will:

- have a documented, implemented, and auditable Health, Safety and Environment (HSE) management system and quality system; and
- comply with applicable health and safety laws and regulations.

You conduct your business with respect and consideration for the environment and strive to minimize your environmental impact and:

- comply with applicable environmental laws and regulations, including any applicable regulation including chemical regulations; and

You and your subcontractors are encouraged to support the goal of reducing VOC emissions, reducing hazardous material, reducing energy consumption, reducing carbon footprint, and reducing waste.



## **Business ethics**

You conduct your business in an ethical manner.

You:

- refrain from corruption, extortion and bribery, and specifically ensure that payments, gifts or other commitments to customers (including NORDOX employees), government officials and any other party are in compliance with applicable anti-bribery laws;
- adhere to a written anti-corruption policy;
- comply with anti-trust and other competition laws;
- disclose to NORDOX information regarding potential conflicts of interest relating to your activities as a NORDOX supplier, including disclosure of any financial interest an NORDOX employee may hold in your business;
- protect all confidential information provided by NORDOX and our respective business partners; and
- respect intellectual property of others, including NORDOX.

## **Secure and lawful business**

You conduct your business in a lawful and secure manner. You

- will:
- implement reasonable measures for minimizing exposure of NORDOX to security threats such as terrorism, crime, pandemics and natural disasters;
  - when visiting or working at NORDOX locations, abide by NORDOX's security procedures and report any security concerns to the appropriate NORDOX channels;
  - give priorities to the welfare of employees by ensuring a good and acceptable working environment that is proven to be secure and safe;
  - implement reasonable measures to make sure that no criminal offence, including but not limited to human trafficking, drug dealing, money laundering or tax evasion takes place in relation to the supplier contract with NORDOX;
  - adhere to international trade regulations and export control regulations; and
  - adhere to applicable legislation with regards to protection of personal data (GDPR within the EU)

## **Procurement by supplier**

You procure goods and services in a responsible manner. You:

- select your own sub suppliers providing goods or services directly or indirectly to NORDOX only if they agree to adhere to standards comparable to those set forth in this NORDOX Supplier Integrity Declaration; and
- when working at NORDOX locations, only subcontract work with prior consent from NORDOX.

## **Inspections and corrective actions**

To ensure and demonstrate compliance with the NORDOX Supplier Integrity Declaration, you keep record of all relevant documentation and provide to us supporting documentation upon request. To verify your compliance, you and any subcontractors accept that NORDOX



may carry out regular audits of your compliance with the United Nations Global Compact's ten principles in the areas of human rights, labor, and anti-corruption as well as health, safety, environment, and quality matters. These reviews and/or audits can be conducted by NORDOX or any independent third party appointed by NORDOX. You will permit NORDOX to carry out site visits at your or any subcontractor's premises and will provide any information reasonably requested to facilitate this process.

If the results of such an audit or inspection cause us to believe you do not comply with this NORDOX Supplier Integrity Declaration, you shall take necessary corrective actions in a timely manner. If you fail to comply with the requirements in this document, NORDOX may act against you, including suspending or terminating your activities as one of our suppliers.

### **Access to remedy**

In the context of our business relationship, if you or your employees believe that the terms of this NORDOX Supplier Integrity Declaration are not adhered to, or that NORDOX is not acting in accordance with its own Business Principles and policies, then we encourage you to raise your concerns ([www.NORDOX.com](http://www.NORDOX.com)).

### **Acceptance**

As a supplier to NORDOX, we expect you to have read and understood the contents and integrity requirements of this Supplier Integrity Declaration and comply with such requirements.

If you for any reason have not understood the content of this Supplier Integrity Declaration or cannot comply with said requirements, we expect you to contact NORDOX prior to making any deliveries to NORDOX.