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# Supplier Code of Conduct

# About this Supplier Code of Conduct

This is Corporate Communications AS' Code of Conduct and outlines the principles and expectations for our suppliers and business partners regarding ethical business conduct. The Supplier Code of Conduct compliments our internal ethical guidelines (Code of Conduct), and both documents are available through our website. Corporate Communications' Managing Partner(s) together with the Board of Directors are the main owner of the Supplier Code of Conduct, and the Supplier Code of Conduct has been read and approved by the Board.

#### **Policy commitment**

Corporate Communications is committed to ethical business practices and promoting sustainability throughout our practice. We prioritise partnerships with suppliers who share our values and are dedicated to upholding these principles. By adhering to this Supplier Code of Conduct, we can collectively contribute to a sustainable and responsible business environment.

We expect our suppliers to comply with the highest standards of conduct, ensuring the well-being of workers, environmental responsibility, and ethical business practices. Corporate Communications' suppliers and business partners shall conduct their business with integrity, honesty, and transparency. It is essential that suppliers avoid any form of bribery, corruption, or unethical practices. Respect for intellectual property rights and fair competition should also be ensured.

# 1. Compliance with laws and regulations

Suppliers must comply with all applicable laws, regulations, and industry standards in the countries where they operate. If any legislation, rules, or regulations is in conflict with the Supplier Code of Conduct, the highest standard shall be applied.

# 2. Labour and human rights

Suppliers must respect and protect the human rights of their employees, ensuring decent working conditions, equal and fair treatment, non-discrimination, the freedom of association and the right to organise. Forced labour, child labour, and any form of exploitation are strictly prohibited.

# 3. Workplace health and safety

Suppliers must provide safe and healthy working conditions for their employees and comply with occupational health and safety regulations. Adequate training, protective equipment, and measures to prevent accidents and occupational hazards must be implemented.

### 4. Environmental sustainability

Suppliers should strive to minimise negative environmental impact by promoting sustainability and practicing responsible resource management. This includes a range of actions, such as reducing waste, avoid pollution, optimising energy use, minimising greenhouse gas emissions, and adopt environmentally friendly practices.

### 5. Information and communication

Suppliers are expected to communicate the requirements of the Supplier Code of Conduct to all appropriate employees, suppliers or sub-contractors engaged in their supply chain. Suppliers should take steps to ensure that their suppliers and sub-contractors comply with the requirements of this Supplier Code of Conduct.

### 6. Reporting

All conditions that give rise to ethical issues or matters that could involve a breach of laws and which may cause legal liability, loss of value or reputation for Corporate Communications should be reported. Reports shall be directed to Corporate Communications' Board of Directors: <u>geir.bjorlo@corpcom.no</u>.