



Code of conduct (EN)

Dokumentadministrator: Christine Lyngsgård Larsen
 Godkjent av: Kjersti Mangseth Staby

Gyldig fra: 24.02.2022
 Revisjonsfrist: 24.02.2024

Revisjon: 2.0
 ID: 2204

Purpose

Ferde's Code of Conduct reflects Ferde's values and states the obligations, requirements and expectations of Ferde's (Ferde AS and its subsidiaries) suppliers and subcontractors. This code of conduct describes basic requirements for human rights, workers' rights and the environmental policies with which Ferde's suppliers and subcontractors are obliged to comply.

Values and liabilities

The Code of Conduct reflects Ferde's values: Open, Reliable, Accountable and Innovative.

The Code of Conduct applies to the entire supply chain, regardless of whether subcontractors have contracts with Ferde's suppliers directly, or are subcontractors to the suppliers' subcontractors. All subcontractors to Ferde's suppliers are included in the term subcontractor in this Code of Conduct when they deliver goods and/or services that are part of the deliveries to Ferde, or assist Ferde's suppliers in their deliveries to Ferde.

Contractor shall ensure that all subcontractors are committed to this Code of Conduct. Suppliers and subcontractors shall require compliance throughout their supply chain and implement relevant sanctions if violations of the guidelines are found.

All goods and services delivered to Ferde shall be produced and delivered in accordance with this code of conduct. Suppliers and subcontractors shall appoint a person in their organisations responsible for implementing the guidelines in their operations.

Suppliers and subcontractors must respect all applicable laws and regulations. Bribery and corrupt business practices are not accepted and will constitute a violation of Ferde's Code of Conduct.

Ferde will assess and evaluate social and environmental factors when choosing suppliers. Suppliers and subcontractors shall also take social and environmental factors into account when choosing subcontractors.

Supplier requirements

Suppliers and subcontractors must have implemented appropriate and effective systems to ensure that all applicable laws and regulations, as well as UN and ILO conventions, are complied with to the extent that laws, regulations and conventions are relevant for the production and delivery of goods and services to Ferde.

Employee rights

- Suppliers and subcontractors must respect and maintain their employees' freedom of association.
- Employees throughout the supply chain shall be entitled to collective bargaining in accordance with applicable laws and regulations. Employees should also have the option of *not* joining a union or other representative body.
- Suppliers and subcontractors must ensure a safe, secure and healthy working environment. Risk of accidents, personal injury and exposure to health risks shall be minimised.
- A written employment contract in a language the employee understands must be in place before work can start.
- Working hours must be in accordance with national laws.
- Wages must comply with the national minimum wage regulations.
- Workers must receive appropriate and adequate training.

Human rights

- Suppliers and subcontractors shall not use involuntary- or forced labour. Suppliers and subcontractors shall comply with applicable laws regulating the minimum working age.
- All employees of suppliers and subcontractors shall be treated with respect and dignity. The workplace shall be free from physical or verbal abuse or harassment.
- Suppliers and subcontractors shall commit to creating a fair working environment and comply with all applicable laws on discrimination in employment processes.
- Equal opportunities shall be based solely on relevant qualifications, skills and experience, regardless of race, skin colour, religion, gender, age, national origin, sexual orientation, marital status or disability.

Ethics

- Suppliers and subcontractors shall maintain the highest standard of business ethics, respect laws and regulations, and shall not engage in any form of corruption, bribery, fraud or extortion.
- Ferde considers facilitation payments to be a form of corruption and is obliged to, under no circumstances, receive such payments. This also applies to suppliers and subcontractors.
- Ferde conducts its business with integrity and within the framework of relevant legislation. Suppliers and subcontractors shall not accept or support money laundering in any form on behalf of Ferde.
- As a general rule, Ferde's employees shall not offer or accept gifts unless the gift is of minimal value.
- Ferde does not allow anti-competitive agreements, price or tender cooperation, market sharing or abuse of market power. Ferde and Ferde's suppliers and subcontractors shall commit to free and fair competition and to comply with relevant competition regulations.
- Suppliers and subcontractors shall comply with all applicable laws and regulations governing the protection and use of Ferde's proprietary, confidential and personal information.
- Suppliers and subcontractors shall immediately identify and address situations where there is a conflict of interest, or situations where a conflict of interest may arise.

Environment

- All operations must be carried out in a way that minimise damage to the environment. Suppliers are encouraged to develop and implement environmental standards in their operations.
- Emissions and protection of the environment must, at a minimum, be in accordance with applicable national rules, regulations and requirements for the country in question.
- National and international environmental legislation and regulations must be complied with. Furthermore, relevant emissions permits must be complied with.
- Hazardous chemicals, hazardous waste and other harmful substances shall be handled responsibly.
- Suppliers and subcontractors are encouraged to use and develop environmentally friendly technologies, products and services.

Policy violations

Suppliers and subcontractors must, at Ferde's request, be able to document that these guidelines are implemented and adhered to. Ferde reserves the right to carry out revisions to check and ensure supplier's compliance with the guidelines.

Supplier shall notify Ferde of violations to the Code of Conduct, by the supplier itself, or by the supplier's subcontractors. The notification shall contain a plan to rectify the violations. Rectification of violations shall be carried out as soon as possible. Breach of the obligations of this Code of Conduct by the supplier or subcontractors shall give Ferde the right to terminate the contract with immediate effect, provided that the breach is not immaterial.