





**Supplier Code of Conduct** 



## Introduction

Flom Kjetting AS (hereafter "Flom Kjetting", "we" or the "company") views its responsible business commitments through the framework of: People, our employees and guests, the core of our business. Place, the communities Flom Kjetting AS call home. And Planet, the environment and minimizing our impact. The purpose of this supplier Code of Conduct is to set out the key requirements of Flom Kjetting AS and the legal entities it directly and indirectly controls for suppliers, to create the preconditions for implementing the highest standards of business ethics in the supply chain. The Code of Conduct reflects the effort of Flom Kjetting to strengthen sustainable collaboration with suppliers, promoting practices that are lawful, professional and fair, including respect for human rights, business ethics and environmental protection.

- **1. Law regulation** Flom Kjetting is committed to competing globally with honesty, integrity and in full compliance with all applicable laws and regulations. The Company prohibits all forms of corruption, extortion and embezzlement, as well as cooperation with terrorist states and will not conduct business with any supplier engaged in such practices.
- 2. Conflict of Interest Flom Kjetting expect that Company employees deal with third parties or make decisions on behalf of the Company in a manner that does not cause reputational risk to the Company. Business transactions must be undertaken in the best interests of the Company. Employees and members of their "immediate family" (which includes relatives of employee and employee's spouse not more remote than a first cousin) should avoid situations that may create a conflict of interest between the employee's duty to the Company and personal self-interest. Neither an employee nor members of an employee's immediate family may properly benefit from activity involving the Company. The supplier makes business decisions independently and makes sure to keep business interests strictly separate from private interests.
- **3. Fight against corruption** Flom Kjetting has zero tolerance towards corruption, including but not limited to bribery, extortion and fraud and require all suppliers to uphold the highest ethical standards when doing business.
- **4. Fair competition** The Company shall under no circumstance cause or be part of any breach of general or special competition regulations and laws, such as illegal cooperation on pricing or illegal market sharing. The Company promotes principles of free competition, free enterprise and a free market by prohibiting unreasonable restraints of trade.
- **5. Gifts and donations** Flom Kjetting expect that any business gifts, entertainment or hospitality is kept reasonable in nature, entirely for the purpose of maintaining good business relations and not intended to influence in any way decisions.
- **6. Human rights** We abide by the principle that respect is the foundation of personal and business relationships, and thus expect suppliers:
  - to respect human rights and comply with all relevant legislation and regulations in the countries where they operate;
  - to behave fairly, respectfully and justly with their employees.



- **7. Forced and child labour** Flom Kjetting strongly oppose forced and child labour and thus expect suppliers:
  - to ban forced labour in their operations, including the work of prisoners, child labour, debt bondage and other forms of compulsory labour.
- **8.** Remuneration and working hours We duly remunerate for work and achieved results, considering employees' responsibilities and the situation in the labour market, and provide conditions for growth. We thus expect suppliers:
  - to determine working hours, wages and overtime policy in compliance with all applicable local laws:
  - to pay all employees at least the minimum wage as defined in local legislation.
- **9. Working conditions** The Company seek to create a safe and healthy work environment, provide equal opportunities for growth, strive for good performance, and constantly contribute to common goals, and thus expect suppliers:
  - to provide their employees with a safe and healthy work environment;
  - to comply with all applicable laws and regulations related to ensuring suitable working conditions;
  - to prevent the use of or participation in situations that could give rise to the threat of physical and psychological violence, verbal or psychological harassment and/or sexual abuse and coercion.

## 10. Freedom of association We expect suppliers:

- to recognize employees' right to freely join together with others in associations, to establish and join (or refrain from joining) organizations of their choice, and to take part in collective bargaining, and the exercise of this right should not be discriminatory;
- to ensure that employees have the possibility of reporting grievances and other workplace complaints.
- **11.** Occupational health and safety Flom Kjetting provide and continually improve safe and healthy conditions in the workplace, also ensuring the safety of work processes and implementing preventive measures, and thus expect suppliers:
  - to comply with all relevant legislation, including occupational safety requirements;
  - to give importance to the occupational health and safety of employees in all their operations;
  - to take suitable measures for the prevention of occupational illnesses and work-related accidents and to provide employees with a safe and healthy workplace.
- **12. Equal opportunities and diversity** The company do not tolerate discrimination, humiliation, harassment, violence or insults against employees or other persons. The Group Companies' employees treat partners and suppliers respectfully and fairly, and thus expect suppliers:
  - to create and maintain an environment where all employees are treated with dignity and respect;
  - in hiring and throughout employment, to not discriminate against any employee on the basis of identity traits related to gender, race, nationality, language, ancestry, social status, age, sexual orientation, (dis)ability, ethnicity, membership in a political party or association, religion,



- beliefs, convictions or views, intention to have a child (children) or other non-job-related characteristics;
- to forbid any physical, sexual, psychological or verbal harassment or coercion of employees.
- 13. Environmental responsibility We expects Suppliers to conduct business in an environmentally responsible and sustainable manner, including resource-efficient consumption of energy, water, and other natural resources, minimizing waste and diversion from landfills and reducing harmful chemical use. At a minimum, Suppliers should comply with all local, state and national environmental legislation. Suppliers should obtain and maintain all required environmental permits, approvals, and registrations and follow all of their relevant operational and reporting requirements. Flom Kjetting encourages Suppliers to proactively minimize their impact on the environment (including with respect to energy and water use, air emissions, greenhouse gas emissions, waste, pollution, hazardous materials, and recycling). In practice, this means:
  - Reducing or eliminating solid waste, wastewater, environmentally damaging chemicals, endangered or non-renewable raw materials, and air emissions as required by applicable laws and regulations, including energy-related indirect air emissions;
  - Incorporating the use of recycled materials and reducing the use of single use plastic where possible, practicable, and feasible;
  - Committing to implement renewable sources of energy where applicable;
  - Educating and training employees, agents and contractors on the concept of environmental sustainability and carbon reduction;
  - Participating in industry environmental collaboration and partnerships where possible and suitable.
- **14. Quality requirements** Product Quality and Safety means taking pride in our work and making product quality and safety top priorities. We develop and produce high quality products, which meet agreed-upon expectations. Maintaining our exceptional quality and safety standards means we must work together to ensure that our products meet or exceed legal and regulatory requirements. We expect our suppliers:
  - Are able to demonstrate that they have effective quality management systems;
  - Have claims management systems, take responsibility and ensure fast and efficient decisions;
  - To report any concerns about product safety or quality to Flom Kjetting immediately.
- **15. Supplier management systems** The supplier shall take positive actions to respond to the requirements of this Code of Conduct and to incorporate the principles of it into its operations. The supplier must:
  - take steps to follow-up on these requirements to their own suppliers and sub-suppliers;
  - maintain appropriate records to demonstrate compliance with the requirements of this Conduct;
  - be able to provide reasonable information when requested by our company.
- **16. Verification** Company reserves the right to verify the Supplier's compliance with the Code of Conduct. An auditor appointed by Flom Kjetting shall, if requested by our company, be given access to the records and to other information in order to verify such compliance. Flom Kjetting reserves the right to audit any supplier's facilities periodically. Any results of such audits will be provided to the supplier with areas for improvement clearly identified. We expect any supplier so audited to resolve audit issues promptly and to provide supporting documentation as requested, but we reserve the right to terminate an agreement with any supplier who does not comply with the Code of Conduct.



Declaration signed by supplier	
Supplier	name
Address	
Date	
Name _	
Title	
Signature	 1

By signing this document, you confirm that you fulfil the requirements in the Code of Conduct. To the extent you are not able, upon request, to provide supporting documentation with respect to fulfilment of the requirements; you confirm your willingness to start a process of documenting your promotion and performance