

Møller Mobility Group Supplier Code of Conduct

Introduction

At **Møller Mobility Group**, (hereinafter **MMG**) we promote decent working and environmental standards in our supply chains. We cooperate closely with our suppliers and business partners in pursuit of this aim. Accordingly, we have prepared this code of conduct to illustrate what we expect of our suppliers and business partners. The code of conduct covers fundamental requirements for human rights, workers' rights, the environment and anti-corruption in our supply chains.

MMG follows the UN's principles for responsible business, the UN Global Compact, which is based on ten principles within the areas of human rights, labour standards, the environment and anti-corruption – which every responsible company should adhere to. Adherence to the Global Compact means that you strive to run your business according to these ten principles. Our supplier code of conduct is based on these principles as well as applicable ILO and ISO standards.

Principles

Our suppliers shall deliver goods and services to **MMG** that are manufactured in accordance with the Code of Conduct. The suppliers must also communicate the Code of Conduct to their subcontractors and follow up on this.

At the request of **MMG**, the supplier must be able to document compliance with the Code of Conduct. This can be done through self-declaration, follow-up interviews with **MMG** and/or investigation of the working conditions at the production site. If **MMG** wishes to investigate a subcontractor, the supplier is obliged to provide their name and contact information.

MMG guidelines are minimum requirements. Our suppliers must always comply with applicable laws and regulations nationally or internationally. These have priority over our guidelines if they are interpreted more strictly.

MMG considers compliance with these guidelines to be important in any supplier relationship. In the event of a breach of these guidelines, **MMG** reserves the right to terminate the agreement immediately. It is up to **MMG** to assess the severity of any nonconformity and to decide whether to terminate the agreement, to put in place a plan to improve the nonconformity, or possibly to cancel the agreement if the nonconformity is very serious.

Requirements relating to own practice

MMG will continuously strive to improve its own policies and practices that can help suppliers comply with our Code of Conduct. We will do this in dialogue with our suppliers and other stakeholders. Our suppliers shall be treated impartially and fairly. When entering into new supplier agreements, our Code of Conduct shall be presented. Large contracts must be awarded through tender competitions with the same conditions for all bidders.

Neither **MMG** nor any of its employees shall ever offer or accept illegal or unlawful monetary gifts, or any other form of remuneration, in order to secure a business related or private benefit, or for the benefit of their customers, suppliers or business partners.

MMG and **MMG's** shall avoid trading partners who have activities in countries that are subject to trade sanctions by the UN and/or the Norwegian authorities.

Due diligence.

As a member of Ethical Trade Norway, **MMG** is committed to working actively with due diligence for sustainable business practices. Due diligence is a risk-based approach to respecting and safeguarding people, society and the environment in our own operations and throughout the supply chain. We expect our suppliers and partners to follow the same approach.

Requirements for supply chain conditions

We expect our suppliers and partners to work purposefully and systematically to comply with our supplier guidelines, including principles for sustainable business practices, which cover basic requirements for human rights, labor rights, anti-corruption, animal welfare and the environment.

1 Forced and compulsory labour (ILO Conventions Nos. 29 and 105)

- 1.1 There shall be no forced labor, slave labor or involuntary labour.
- 1.2 Workers shall not be required to lodge deposits or identity papers with their employer and shall be free to leave their employment after reasonable notice.

2 Freedom of association and the right to collective bargaining (ILO Conventions Nos. 87, 98, 135 and 154)

- 2.1 Workers, without exception, shall have the right to join or form trade unions of their own choosing and to bargain collectively. The employer shall not interfere with, obstruct, or oppose the formation of unions or collective bargaining.
- 2.2 Workers' representatives shall not be discriminated against and shall not be obstructed from carrying out their representative functions in the workplace.
- 2.3 Where the right to freedom of association and/or collective bargaining is restricted under law, the employer shall facilitate, and not hinder, the development of alternative forms of independent and free workers representation and negotiations.

3 Child labour (UN Convention on the Rights of the Child, ILO Conventions Nos. 138, 182 and 79, and ILO Recommendation No. 146)

- 3.1 The minimum age for workers shall not be less than 15 and comply with
 - i. the national minimum age for employment, or;
 - ii. the minimum age for completion of compulsory education,with whichever is higher being applicable. If the local minimum age is set at 14 years in accordance with developing country exceptions under ILO Convention 138, this lower age may apply.
- 3.2 There shall be no new recruitment of child labour in contravention of the minimum ages mentioned above.
- 3.3 No person under the age of 18 shall be engaged in labour that is hazardous to their health, safety or morals, including night work.
- 3.4 Policies and procedures for the phasing out of child labour prohibited by ILO conventions nos. 138 and 182 shall be established, documented, and communicated to personnel and other interested parties. Adequate support shall be provided to enable such children to attend and complete compulsory education.

4 Discrimination (ILO Conventions Nos. 100 and 111 and the UN Convention on Discrimination Against Women)

- 4.1 There shall be no discrimination at the workplace in terms of hiring, compensation, access to training, promotion, termination or retirement based on ethnic background, caste, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.
- 4.2 Measures shall be established to protect workers from sexually intrusive, threatening, insulting or exploitative behaviour, and from discrimination or termination of employment on unjustifiable grounds, e.g. marriage, pregnancy, parenthood or HIV status.

5 Harsh or Inhumane Treatment (UN Covenant on Civil and Political Rights, Art. 7)

- 5.1 Physical abuse or punishment, or threats of physical abuse, sexual or other harassment and verbal abuse, as well as other forms of intimidation, is prohibited.

6 Health and Safety (ILO Convention No. 155 and ILO Recommendation No. 164)

- 6.1 The working environment shall be safe and hygienic, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Hazardous chemicals and other substances shall be carefully managed. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in, the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.
- 6.2 Workers shall receive regular and documented health and safety training, and such training shall be repeated for new or reassigned workers.
- 6.3 Workers shall have access to clean sanitary facilities and to potable water. If appropriate the employer shall also ensure access to facilities for the safe storage of food.
- 6.4 Accommodation, where provided, shall be clean, safe and adequately ventilated, and shall have access to clean sanitary facilities and potable water.

7 Wages (ILO Convention No. 131)

- 7.1 Wages and benefits paid for a standard working week shall as a minimum meet national legal standards or industry standards, with whichever is higher being applicable. Wages shall always be enough to meet basic needs, including some savings.
- 7.2 Salary conditions and payment of wages must be agreed in writing before work commences. The agreement must be understandable to the worker.
- 7.3 Deductions from wages as a disciplinary measure shall not be permitted.

8 Working Hours (ILO Convention No. 1 and 14)

- 8.1 Working hours shall comply with national laws and industry standards, and not more than applicable international standards. Weekly working hours should not on a regular basis be more than 48 hours.
- 8.2 Workers shall be provided with at least one day off in every 7-day period.

8.3 Overtime shall be limited and voluntary. Recommended maximum overtime is 12 hours per week, i.e. that the total working week including overtime shall not exceed 60 hours. Exceptions to this are accepted when regulated by a collective bargaining agreement.

8.4 Workers shall always receive overtime pay for all hours worked over and above the normal working hours (see 8.1 above), as a minimum in accordance with relevant legislation.

9 Regular Employment (ILO Convention Nos. 95, 158, 175, 177 and 181)

9.1 Obligations to employees under international conventions, national law and regulations concerning regular employment shall not be avoided through the use of short term contracting (such as contract labour, casual labour or day labour), sub-contractors or other labour relationships.

9.2 All workers are entitled to a contract of employment in a language they understand.

9.3 The duration and content of apprenticeship programmes shall be clearly defined.

10 Marginalised Populations

10.1 Production and the use of natural resources shall not contribute to the destruction and/or degradation of the resources and income base for marginalised populations, such as when claiming large land areas, the use of water or other natural resources on which these populations are dependent.

11 Environment

11.1 Measures to minimise adverse impacts on human health and the environment shall be taken throughout the value chain. This includes minimising pollution, promoting an efficient and sustainable use of resources, including energy and water, and minimising greenhouse gas emissions in production and transport. The local environment at the production site shall not be exploited or damaged by pollution.

11.2 National and international environmental legislation and regulations shall be respected and relevant discharge permits obtained.

12 Corruption

12.1 All forms of corruption are unacceptable, such as the use of alternative channels to secure illegitimate private or work-related benefits for customers, agents, contractors, suppliers or their employees as well as civil servants.

13 Animal welfare

13.1 Animal welfare shall be respected. Measures must be taken to minimize negative impact on the welfare of production and working animals.

13.2 National and international animal welfare legislation and regulations must be complied with.