

## Ethical standards for suppliers

Useful links	www.un.org, www.unglobalcompact.org, www.ilo.org
Treatment of business partners	Treat their business partners / sub-suppliers in a fair and ethical manner and advise employees not to demand nor to accept personal advantages such as payments, gifts or other benefils of value and not to offer nor grant personal advantages of any kind to any of our officeholders.
	Store confidential infornnation in a proper and safe manner. Not talk with others about our business (e.g. projects, prices).
Intellectual Property (IP) / Confidentiality	Respect all IP rights, will not copy or allow third party access. Handle all information received as confidential.
Trade control	Comply with all national and international trade laws and regulations (e.g. Basel Convention on Hazardous Waste) restricting or prohibiting the import, export or domestic trade of goods, technologies or services dealing with specific products as well as capital and payment transactions (embargo).
Antitrust regulations	Promote fair competition and advise employees to abide by all antitrust laws and regulations.
Compensation	Comply with the respective local laws and regulations concerning wages and working hours.
Association	Allow freedom of association.
Harassment	Treat employees with dignity and respect, prohibition of unequal treatment and unlawful use of security forces.
Discrimination	Not discriminate employees on any basis.
Forced workers	(according to ILO Convention No. 138 & 182). No forced labour and no slavery of any kind.
Labor conventions Child labor	No employment and exploitation under aged workers
Environmental protection	Accept and comply with applicable laws and regulations (e.g. regarding waste management, pollution control (Soil, air and water pollution), contamination of people and environment, land grabbing, use of mercury (acc. to Minamata Convention) and persistent substances (acc. to Stockholm Convention), transportation), protect the environment and use resources in a responsible manner.
Occupational Health and Safety	Provide employees with safe and healthy workplace environment in compliance with applicable laws and regulations.
Commitments and compliances to standards and laws	Commit to and comply with national as well as international standards, such as the UN Global Compact (GC), international labour standards (ILO), the EU Directive on Corporate Sustainability Obligations and other applicable national and international laws and regulations.