

March 2018

# AAK Group Supplier Code of Conduct

## INTRODUCTION

AAK strives to do business with honest and committed suppliers who treat their employees with dignity and respect, adhere to applicable laws and regulations, and manage their production in an environmentally sustainable manner.

This Code seeks to integrate the principles of the United Nations Global Compact (UNGC), as well as the Core Conventions of the International Labour Organisation (ILO) and the UN Guiding Principles on Business and Human Rights.

AAK requires all external suppliers and their subcontractors to comply with this Code, which may include higher standards than required by national law. Should any requirement in this Code violate applicable law, the law takes precedence.

## **COMPLIANCE AND VERIFICATION**

Suppliers must maintain documentation necessary to demonstrate compliance with the requirements of this Code. The documentation must be made available to AAK on written request or during audit on location by AAK personnel or by a third party.

Should a supplier fail to comply with the requirements of the Code, AAK will through dialogue and cooperation try to solve the situation or as a last resort terminate the relationship.

Any area causing concern or requiring clarification should be addressed to code@aak.com.

Yours faithfully, AAK AB (publ.)

Johan Westman, CEO and President

## INDICATION OF COMPLIANCE

"We have read, understood and confirm that we live up to the AAK Group Supplier Code of Conduct and we will support AAK with the necessary documentation to demonstrate compliance with the Code"

Date:

Company name:

Name and function:

Stamp and signature:



## 1. SUPPLIER CODE OF CONDUCT

# Legal compliance

Suppliers shall operate in compliance with applicable national and local legal requirements

# Fair competition

Suppliers shall comply strictly with all antitrust and competition law

# **Human rights**

Suppliers shall support and respect the protection of internationally proclaimed human rights and ensure that they are not complicit in human rights abuse.

# Freedom of association

Suppliers shall respect freedom of association and the right to collective bargaining.

#### Forced labour

Suppliers shall not accept any form of forced labour such as bonded labour, prison labour, slavery, human trafficking or retention of important personal documents of employees.

# Child labour and young workers

Suppliers shall not accept the employment of children. The minimum age of employment shall not be less than the age of completion of compulsory schooling and in any case not less than 15 years (14 years in some developing countries).

Where national law permits it, children between the age of 12 and 15 may perform a few hours of light work per day. The work must not interfere with children's education.

For young workers below the age of 18, special precautions shall be taken to protect them against accidents and damage to their health.

## Discrimination

Suppliers shall not engage in or support any form of discrimination such as discriminating

practices for employment, benefits, promotions or training. Employee related decisions shall be based on relevant and objective criteria.

## **Working hours**

Suppliers shall comply with all applicable local and national standards on working hours and overtime.

## Wages and benefits

Suppliers shall comply at least with local and international legal minimum standards concerning wages and benefits including compensation for overtime. The size of wages shall enable workers to meet basic needs and shall be paid on time.

# Working environment

Suppliers shall offer a safe working environment for all employees. Adequate health and safety procedures and the use of relevant protective equipment shall be implemented. Employees shall have access to drinking water and appropriate sanitation facilities.

## Workplace violence

Suppliers shall protect employees in the working place against physical, verbal, sexual or psychological harassment, abuse or threats.

## **Environment**

Suppliers shall strive to minimize the environmental impact of their activities through responsible management, widespread environmental awareness and the use of technologies with low environmental impact.

# Anti-corruption

AAK is committed to zero tolerance for corruption in all its forms, including bribery and extortion. Any evidence of corruption will be addressed with immediate effect. Suppliers shall actively work against corruption in all its forms.