

Norsk Bildelsenter AS (NBSAS) - Supplier Code of Conduct

To NBSAS, it is important to take responsibility of its supply chain to ensure stakeholders impacted by NBSAS operations are treated fairly and that its suppliers respectfully manage environmental, social, and governance issues. The purpose of this Supplier Code of Conduct is to guide our Suppliers in operating in line with international standards on responsible business conduct. The requirements are based on the UN Global Compact Principles, the UN Guiding principles for Business and Human Rights, and the OECD Guidelines for Multinational Enterprises. They are non-negotiable and valid to the Supplier as well as its sub-Suppliers and other business partners and puts equal stress on both direct and indirect involvement.

Any noncompliance is to be reported to NBSAS immediately, and the Supplier is to allow NBSAS, or any other third party authorized by NBSAS and reasonably acceptable to the Supplier, to conduct an audit of the Supplier's operations relevant for the Supplier Code of Conduct. The Supplier must also provide contact information for any contractor or sub-Supplier that NBSAS requests. NBSAS reserves the right to update this Supplier Code of Conduct, whereupon a responsibility to communicate the updates devolves upon NBSAS, with enforcement of updated Supplier Code of Conduct three months after the initial notification has been made to Supplier. This Supplier Code of Conduct is to be made readily available for all the Suppliers' employees in their local language to increase transparency when it comes to both rights and obligations.

1. Anti-corruption and Anti-Bribery

Corruption, bribery, and facilitation payments is strongly prohibited, and the Supplier must commit to actively work to eliminate all forms of such actions.

2. Children's Rights

The Supplier must seek to proactively contribute to the avoidance and elimination of child labor. No person younger than the age for completing compulsory education or younger than 15 may be employed. The minimum age for strenuous physical labor is 18 years.

3. Compliance with laws and regulations

The Supplier shall be conducting business in full compliance with all applicable regulations and laws in the jurisdictions it operates with regards to topics such as, but not limited to, antitrust, competition, customs, and trade restrictions.

4. Consumer protection

The Supplier shall always act in a way that protects consumers, ensure that they can make well-informed decisions, meet all consumer safety and health standards, and support consumer efforts to promote sustainable consumption.

5. Data Privacy

Protection of all personal data, for both customers and employees, must be ensured by the Supplier in all cases that data is collected, stored, or processed by the Supplier. The Supplier must comply with all applicable laws and regulation regarding data privacy and must not unlawfully or arbitrarily sell or hand over personal data to third parties without the consent of the affected employees, customers, or other actors.

6. Environment

The Supplier is required to proactively prioritize resource and energy efficiency, minimize waste, maximize recycling, prevent pollution to air, land and water and adhere to all relevant environmental regulations.

7. Freedom of Association

The Supplier shall fully and supportively recognize, and not interfere with, employees' desire to lawfully and peacefully bargain or organize collectively.

8. Human Rights

The supplier shall support, and respect internationally recognized human rights wherever it operates, defined, at a minimum, as those expressed in the International Bill of Human Rights and the ILO Principles and Rights at Work. The supplier shall not, directly, or indirectly, violate or take advantage of any human rights violations.

9. Labor Rights

All labor is voluntary, and all employees must be free to leave upon reasonable notice. Further, the Supplier must ensure a workplace that is subject to all applicable regulations regarding fair wages and working hours while being free of harassment, abuse, and retaliation.

10. No Discrimination

Equal opportunities and treatment must be safeguarded for all employees and customers regardless of race, religion, gender identity, skin color, sexual identity or orientation, culture, age, nationality, country of birth, disability, personal relationship, union membership and/or political opinion.

11. Occupational Health and Safety (OHS)

The Supplier must ensure that all applicable OHS requirements are fulfilled and provide employees with a safe and healthy working environment. Precautionary and preventative measures shall ensure avoidance of illness, injury, or discomfort as a result of unsatisfactory working conditions.