

Code of Conduct

Principles of sustainable business conduct

Backe considers sustainable business conduct to be one of its most important tools regarding sustainability efforts. Backe shall have a procurement practice that strengthens its suppliers' ability to meet our requirements.

The principles of sustainable business conduct outlined below apply to Backe and constitute requirements for our suppliers. The principles are based on UN and ILO conventions and specify minimum, not maximum, standards. The legislation at the place of production/manufacture shall be respected. Where national laws and regulations cover the same topic as this Code of Conduct, the highest standard shall apply.

Supply chain sustainability requirements

Backe's suppliers must cooperate to ensure compliance with the requirements set forth in this document in order to achieve sustainable business conduct.

Our suppliers must assess and be able to document compliance with these guidelines throughout the supply chain, at no cost to Backe.

Suppliers who are subject to the Norwegian Transparency Act (Åpenhetsloven) are obligated to conduct due diligence assessments in relation to fundamental human rights and decent working conditions and publish the results on their own websites. On request, suppliers must allow Backe to access the actual due diligence assessments.

Suppliers that are not subject to the Transparency Act are obligated, if so requested by Backe, to provide information about purchases and their own supply chains.

The contents of this document must be communicated to all subordinate levels of the supply chain.

If suppliers discover unsatisfactory working conditions or practices that relate to their work with Backe, we request that the matter is taken up with Backe. Backe has also set up a whistleblowing system that can be used to make anonymous reports: <https://backe.no/varsling>.

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

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

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

2.1	Workers shall, without exception, have the right to join or form trade unions of their own choosing and to bargain collectively. The employer shall not interfere with, hinder, or oppose the formation of unions or collective bargaining.
2.2	Workers' representatives shall not be discriminated against and shall have access to carry 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 3.1.1 the national minimum age for employment, or; 3.1.2 the age of completion of compulsory education, whichever of these is higher. 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 recruitment of child labour defined as any work performed by a child younger than the age(s) specified 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 remediation of child labour prohibited by ILO conventions no. 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 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/UDHR)

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.
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6. Health and safety (ILO Convention no. 155 and ILO Recommendation no. 164)

6.1	Efforts must be made to ensure that the workplace is safe and hygienic. Hazardous chemicals and other substances must be handled carefully. Adequate measures must be implemented to prevent and minimise accidents and personal injury resulting from, or associated with, conditions at the workplace.
6.2	Workers must receive regular, documented health-and-safety training, in accordance with official requirements and Backe's own requirements. Health-and-safety training must be repeated for new or reassigned workers.
6.3	Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.
6.4	Accommodation, where provided, shall be clean, safe and adequately ventilated, and shall have access to clean toilet facilities and potable water.
6.5	All our external partners must be able to document their compliance with official and contractual HSE requirements.

7. Wages (ILO Convention no. 131)

7.1	Wages and benefits paid for a standard working week shall as minimum meet national legal standards or industry benchmark standards, whichever is higher. Wages should always be enough to meet basic needs, including some discretionary income.
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7.2	All workers shall be provided with a written and comprehensible contract outlining their wage conditions and method of payments before entering employment.
7.3	Deductions from wages as a disciplinary measure shall not be permitted.

8. Working hours (ILO Conventions nos. 1 and 14)

8.1	Working hours shall comply with national laws and benchmark industry standards, and not more than prevailing 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 for 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 or national law.
8.4	Workers shall always receive overtime pay for all hours worked over and above the normal working hours (see 8.1 above), minimum in accordance with applicable legislation.

9. Regular employment

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 (UN Covenant on Civil and Political Rights, Art. 1 and 2)

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 in claiming large land areas, use of water or other natural resources on which these populations are dependent.
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11. Environment

11.1	Negative impact on the environment shall be reduced throughout the value chain. In line with the precautionary principle, measures shall be taken to continuously minimise greenhouse gas emissions and local pollution, the use of harmful chemicals, pesticides, and to ensure sustainable resource extraction and management of water, oceans, forest and land, and the conservation of biodiversity.
11.2	National and international environmental legislation and regulations shall be respected and relevant discharge permits obtained.

12. Corruption

12.1	Corruption in any form is not accepted, including bribery, extortion, kickbacks and improper private or professional benefits to customers, agents, contractors, suppliers or employees of any such party or government officials.
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13. Animal welfare

13.1	Animal welfare shall be respected. Measures should be taken to minimise any negative impact on the welfare of livestock and working animals.
13.2	National and international animal welfare legislation and regulations shall be complied with.

14. Conflict minerals

14.1	Minerals such as tin, tantalum, tungsten, or gold (3TG) shall not be used if they directly or indirectly finance armed groups or contribute to serious human rights violations.
14.2	A system shall be established to identify the origin of such minerals and to comply with OECD's guidelines for responsible supply chains of minerals from conflict-affected and high-risk areas.

15. Trade boycott

15.1	Trade partners with activities in countries subject to a trade boycott by the UN and/or Norwegian authorities shall be avoided.
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16. Whistleblowing

16.1	The enterprise shall establish safe, accessible and confidential whistleblowing channels that enable employees and other stakeholders to report concerns about censurable conditions in the enterprise or in the supply chain, without fear of retaliation.
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17. Compliance

17.1	We encourage our external partners to contribute to our improvement processes by providing feedback to Backe and our companies on opportunities for improvement.
17.2	We may, at any time, conduct audits of our external partners' compliance with the requirements set forth in this document, as well as of additional official, contractual and other requirements imposed on our external partners.

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Signature for Backe (name)
Date:

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Signature for Supplier (name)
Date:

