

DOVISTA Code of Conduct for Suppliers



DOVISTA Code of Conduct for Suppliers

Introduction

The global community is making increasing demands on companies to act in a responsible way with relation to society, the environment and employees. These are natural priorities for the DOVISTA Group. As early as 1965, the Group's founder formulated the objective to be a Model Company: It is the Group's purpose to establish a number of Model Companies, which cooperate in an exemplary manner. By Model Company we mean a company working with products useful to society, treating its customers, suppliers, employees of all categories and shareholders better than most other companies, and enabling financial independence.

We firmly believe that we should behave responsibly towards the world around us, which includes society in general, beyond the requirements of legislation and regulation.

The purpose of this Code of Conduct for Suppliers is to make sure that all DOVISTA products are manufactured in a way that characterises a company acting in a responsible manner with relation to all stakeholders including our supply chain. We aim to establish long lasting, mutually beneficial relationships with our suppliers. It is the intention to encourage commitment to responsible manufacturing.

The DOVISTA Group endorses the guidelines and recommendations of the World Trade Organization (WTO) and will therefore prioritise suppliers from member countries.

The Organisation Code of Conduct is built on the ten principles of the UN Global Compact and outlines our expectations for Suppliers.

General requirements

The DOVISTA Group recognises the Universal Declaration of Human Rights (1948) as well as the core labour conventions of the International Labour Organisation as reflected in the Declaration on the Fundamental Principles of Rights at Work (1998). These international standards form the basis of this DOVISTA Code of Conduct for Suppliers, and we expect our suppliers to share our commitment to these standards.

All suppliers of materials and components must as a minimum comply with local laws and regulations in their countries of operation. Should any of the specific provisions of this Code of DOVISTA Code of Conduct for Suppliers legally conflict with national or local laws, the applicable laws should always prevail; if such a conflict such arises, the DOVISTA Group should be notified immediately.

The DOVISTA Group expects all suppliers and partners to comply with the EU Data Protection Regulation as well as local Data Protection Laws. Any supplier or partner who is processing personally identifiable data on behalf of any DOVISTA Group entity can be required to sign and commit to a Data Processing Agreement, outlining the rules and requirements regarding privacy and processing of personally identifiable data. For further information, please see: www.DOVISTA.com/privacy for specific instructions.

The DOVISTA Group expects all suppliers and partners to comply with the applicable export control and customs regulations, as well as applicable national and international sanctions against certain countries, companies and persons.

All suppliers must act in compliance with national and international competition legislation and regulation, and must follow the WTO's legal ground-rules for international commerce in order to obtain open, fair and undistorted competition.

The DOVISTA Group requires our suppliers to communicate and use this DOVISTA Code of Conduct for Suppliers in cooperation with their own suppliers for materials and components delivered to the DOVISTA Group.

The DOVISTA Group offers assistance to suppliers with advice in the process of implementing this DOVISTA Code of Conduct for Suppliers when appropriate. We will enter into a constructive dialogue with suppliers to improve overall conditions.

Scope of the DOVISTA Code of Conduct for Suppliers

Anti-Corruption

The DOVISTA Group works against corruption in all its forms, including bribery and facilitation payments. The DOVISTA Group does not accept bribery. Gifts or entertainment should never be offered to DOVISTA personnel or representatives under circumstances that create the appearance of impropriety.

We expect that our suppliers do not engage in any form of corrupt practices, including bribery, extortion or money laundering, whether directly or indirectly. This means that a supplier must never, directly or through intermediaries, accept or offer bribes. This includes renouncing all forms (giving or accepting) of improper facilitation payments. Suppliers shall also refrain from offering expensive gifts or extravagant entertainment to DOVISTA employees in an attempt to influence business decisions.

We expect suppliers to maintain adequate procedures for preventing employees, suppliers etc. from undertaking any illegal behaviour regarding corruption.

Human Rights and Working Conditions

In respect of human and labour rights the specific requirements of this DOVISTA Code of Conduct for Suppliers are based on the eight core conventions defined in the ILO Declaration on the Fundamental Principles of Rights at Work.

All suppliers to the DOVISTA Group must provide a safe and healthy working environment for all employees. All suppliers must work systematically to reduce the number of occupational accidents and health risks. It is recommended that the supplier has a written working environmental policy.

Employees must have freedom of association and the right to collective bargaining consistent with applicable laws. Employees must be treated within the applicable national or local laws regarding employment.

Working hours should be mutually agreed upon between the company and the employees. In companies where an organised labour union exists working hours should be defined through the collective bargaining process. The DOVISTA Group believes that working hours should not exceed 60 hours including regular overtime a week.

The DOVISTA Group believes that all children have the right to a childhood and an education. Suppliers must ensure that no person shall be employed at an age younger than 15 or younger than the age of completing compulsory education. Where national law permits, workers of 12 to 15 years of age may undertake light work a few hours a day provided it is not likely to be harmful to their physical or mental health and development nor disrupt their attendance at school. This DOVISTA Code of Conduct for Suppliers applies to part-time and full-time employees, adults and children.

The DOVISTA Group will not conduct business with suppliers who discriminate on the basis of gender, social or ethnic origin, nationality, religion, age, handicap or other differentiating characteristics.

The DOVISTA Group will not conduct business with suppliers who use forced or involuntary labour.

The supplier must not require a deposit or the like in connection with the appointment of employees, nor must the supplier operate with procedures or systems that bind employees to their positions at the supplier against the employees' wills and rights.

We expect our suppliers to respect employees' right to privacy when gathering or keeping personal information or implementing employee-monitoring practices.

Environment

The DOVISTA Group urges its suppliers to work systematically to improve environmental conditions and reduce resource consumptions and strive to minimise negative impacts on the environment.

All suppliers must comply with local environmental laws. This includes among others compliance with REACH (Registration, Evaluation and Authorisation of Chemicals) and RoHS (Restriction of Hazardous Substances).

All suppliers must have a written environmental policy or statement that is appropriate for their size and type of operation.

We expect suppliers to actively limit their use of resources. This includes minimising the use of raw materials, energy and water, handling waste in an environmentally responsible way and recycling materials as much as possible.

The DOVISTA Group recommends the suppliers to have an ISO 14001 certification or EMAS registration or equivalent environmental management system.

Monitoring & Compliance

The DOVISTA Group recommends its suppliers to provide the requisite documentation for compliance with the DOVISTA Code of Conduct for Suppliers.

The DOVISTA Group reserves the right to monitor suppliers and their facilities to ensure compliance with DOVISTA Code of Conduct for Suppliers.

The DOVISTA Group also reserves the right to monitor, as appropriate, our suppliers' subcontractors to assess their compliance with the DOVISTA Code of Conduct for Suppliers.

The DOVISTA Group can request adequate action plans to correct monitoring findings and undertake follow-up visits to ensure that improvements are made. If improvements do not progress in an acceptable manner the DOVISTA Group reserves the rights to terminate the relationship.

Information and Data

All suppliers must keep all confidential and proprietary information in strict confidence, except when authorised or legally required to disclose information and data. Suppliers must keep customer, employee and other data protected and treat it fairly and in accordance with the law.

Communication

The supplier is not permitted to include any company within the DOVISTA Group in the supplier's list of references or otherwise use the cooperation with DOVISTA as reference without the prior written consent from DOVISTA in each specific case.

By default, the use of the DOVISTA name is discouraged in supplier and/or affiliated companies' web pages, printed and electronic marketing materials, company presentations or any other communication, marketing, advertising or material similar in nature. The only exception will be social media including LinkedIn, Facebook etc. where information about certain achievements and the celebration of milestones with DOVISTA will be allowed. In these instances, any and all content of such a post must be approved by DOVISTA A/S prior to posting.

Whistleblower system

DOVISTA promotes ethical behaviour in all business relationships. Our whistleblower system allows supplier representatives and other individuals not directly employed by DOVISTA to report illegal or unethical practices and violations of this Code of Conduct. Concerns can be reported at dovista.whistleblownetwork.net. All reports made in good faith will be investigated. DOVISTA ensures anonymity and confidentiality to everyone involved in the investigation without fear of retaliation.

I hereby accept with signature below, the above-mentioned terms:

Accepted by (name): _____

Company name: _____

Date: _____

Signature: _____

On behalf of DOVISTA:

Accepted by (name): Procurement _____

Name: Stefan Jahn, CPO _____

Date: _____

DOVISTA A/S
Bygholm Søpark 21D
DK 8700 Horsens

Signature: _____

Contact: info@dovista.com