

Skapad av / Created By
Mikael Dohrmann
Informationsklass / Class of information
INTERN

Granskad av / Reviewed by
Tomas Svennberg
Dokument typ / Document type
POLICY

Godkänd av Processägare / Approved by
Caroline Bäckman
ISO 9001 / 14001 Kapitel / Chapter

Datum-Date
2024-06-25

Supplier Code of Conduct

PartnerTech Karlskoga AB SUPPLIER DECLARATION

Introduction

PartnerTech has implemented a Code of Conduct which requires that all entities within the company as well as its directors and employees observe the highest standards of business and personal ethics in their conduct of their duties and responsibilities.

It is further to this, a requirement that the suppliers to PartnerTech shall be made aware of the principles of the Code of Conduct and commit to adhere to these principles in their dealing with PartnerTech.

We kindly ask that you familiarize yourself with the Code and that you as PartnerTechs supplier confirm that you adhered to the code by signing the following Supplier Declaration and return it to us.

Supplier Declaration

As supplier to PartnerTech or any of its subsidiaries and affiliates we hereby declare that we will adhere to and comply with the following principles:

1. Compliance with laws and regulations

We will, as supplier to PartnerTech, always comply with all applicable laws and regulations of the country and the local jurisdiction where we conduct our business. We will ensure the compliances under various legislations that are enacted from time to time, rules framed thereunder, directives and guidelines issued by the local, national or any other concerned authority, e.g. EU or NAFTA.

2. The FAR and DFARS Regulations

The Federal Acquisition Regulation (FAR) is the principal set of rules in the Federal Acquisition Regulations System regarding government procurement in the United States. One of the agency supplements is the Defense Federal Acquisition Regulation Supplement (DFARS), used by the Department of Defense.

Some of the items PartnerTech delivers are in support of US Government Contract through our customers. For these items PartnerTech is mandated to follow the FAR and DFARS regulations. By adhering to PartnerTechs Code of Conduct, many of the requirements in these regulations will be met.

We recognize, as supplier to PartnerTech, the additional importance of adhering to PartnerTechs Supplier Code of Conduct, to meet requirements in the FAR and DFARS regulations, when these are in force.

3. Improper payments

We will, as supplier to PartnerTech, not directly or indirectly offer, promise, accept or receive bribes, facilitation payments or other undue advantages in the purpose to obtain advantages in business.

4. Hospitality and gifts

We will, as supplier to PartnerTech, recognize and follow PartnerTech's regulations for hospitality, gifts and expenses. Hospitality and gifts shall be modest and infrequent. Gifts may not exceed a value of USD 50. Hospitality and gifts may under no circumstances be offered or received under or in connection with contract bidding, evaluation or award.

5. Conflict of interest

We will, as supplier to PartnerTech, not take part in or influence or attempt to influence in any decision which can give rise to any actual or perceived conflict of interest.

6. Health, Safety and Environmental standards

We are, as supplier to PartnerTech, familiar with and will recognize and adhere to PartnerTechs environmental requirements which are based on national laws and regulations together with ISO 14001 and ISO 45001 and we will, as supplier to PartnerTech, always comply with the REACH/RoHS regulations / directives.

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7. Commitment to road safety

We will, as supplier to PartnerTech, implement policies for the best possible traffic safety, for our employees while driving in duty. The policies are to protect them and others using the roads.

Actions that will be viewed as serious breaches of conduct: to drink or being under the influence of drugs while driving, to drive while disqualified or not correctly licensed, reckless or dangerous driving, including use of handheld mobile or communication devices, that may cause death or injury and to fail to stop after a collision.

8. Discrimination

We will, as supplier to PartnerTech, not accept any discrimination due to background like ethnicity, disabilities, age, gender, religious belief and/or sexual orientation. Further, we will treat all persons with dignity and respect, and they shall not be unreasonably interfered with in the conduct of their duties and responsibilities.

9. The right to form and act for trade unions

We will, as supplier to PartnerTech, respect the freedom of association and every employee's right to form, join or act for a trade union.

10. Utilization of children as labour

We will not, as supplier to PartnerTech, employ children below the age of 15 except as part of a governmental approved job training, apprenticeship or similar programs.

11. Human trafficking and Forced labour

We will not, as supplier to PartnerTech, engage or employ people against their own free will, nor will employees be required to lodge "deposits" or identity papers in connection with the employment.

Additionally, our employees and agents acting on our behalf shall not engage in any forms of severe trafficking in persons, e.g. procure commercial sex acts, that may be linked to the business with PartnerTech.

12. Conflict Minerals

We expect our Suppliers to work on preventing the use of any conflict minerals (especially but not restricted to: gold, tin, tantalum or tungsten) metals sourced from areas controlled by armed groups in all products supplied to PartnerTech. Any use or risk of use of such shall be reported promptly to your contact at PartnerTech.

13. Counterfeit products

PartnerTech recognizes that counterfeiting is a serious problem and therefore procure from OEM's direct, OEM authorized franchisers / agents / representatives or other reputable sources. Therefore we request all suppliers to follow this and if asked for provide sufficient evidence as inspection and verification reports to support the authenticity of the products supplied.

14. Employees whistle blower rights

We will, as suppliers to PartnerTech inform our employees about their whistle blower rights and will actively support any individual who reports any irregularity and will protect that individual's integrity.

17. Business Partners

We will, as supplier to PartnerTech, only retain suppliers, subcontractors and other business partners that live up to the ethical standards reflected in this declaration and PartnerTechs Code of Conduct or other similar code of conduct that sets standards equal to PartnerTechs Code of Conduct and which is found satisfactory to PartnerTech.

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Place and Date:

(Supplier's signature)

Signer's name in block letters / Title:

Supplier's name:

Registered address:

Phone no:E-mail address: