



BRD. KLEE A/S  
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## **Brd. Klee Supplier Code of Conduct.**

Brd. Klee A/S has a history of working closely with suppliers. We collaborate with our suppliers and assist them in meeting our requirements and expectations.

Brd. Klee A/S maintains that profitability, responsibility and sustainability go hand in hand. Thus we conduct our business accordingly and we hold our suppliers to the same expectations. We have chosen to comply with the principles of the UN Global Compact, the world's largest sustainability initiative. Hence, Brd. Klee A/S has integrated the following principles in the areas of human rights, the environment and anti-corruption into its operations. For a full description of the ten principles, please see:

<https://www.unglobalcompact.org/what-is-gc/mission/principles>

The purpose of our supplier code of conduct is to ensure that all products supplied from Brd. Klee A/S are manufactured in a responsible way with regard to environment, labour rights and human rights.

In addition to this code of conduct it is our expectation that our suppliers operate in full compliance with all applicable national as well as international laws, regulations and industry standards.

### *Legal policy*

All our suppliers must meet the rights of the

- Universal Declarations of Human Rights (1948)
- Core labour conditions of the International Labor Organisation (ILO) as reflected in the Declaration of the Fundamental Principles of Rights at Work (1998)
- Guidelines and recommendations of the World Trade Organisation (WTO)
- Legislation concerning labour in the individual country.

### *Environmental policy*

All suppliers manufacturing goods delivered to Brd. Klee A/S must have a written environmental policy or statement. We prefer it to be an ISO14001 certification or equivalent environmental management system.

All suppliers not manufacturing goods themselves but buying goods from others hereafter delivered to Brd. Klee must have a written environmental policy or statement.

### *Labour and human rights for employees*

All Brd. Klee A/S' suppliers must respect the human and labour rights of this code of conduct that are based on the core conventions defined by the ILO Declaration on the Fundamental Principles of Rights at Work.



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### **Health and safety of employees:**

- All suppliers to Brd. Klee A/S must provide a safe and healthy working environment for all employees (permanent as well as casual labourers). The supplier will ensure that training and protective equipment are provided to employees, and actions are taken to avoid accidents.
- Sanitary equipment, canteens and housing provided to employees shall be built and maintained in accordance with applicable legal requirements. As a minimum, the company must provide employees with clean drinking water, clean toilets in adequate numbers, adequate ventilation, emergency exits, proper lighting and access to medical care.
- All suppliers must set up an occupational health & safety management system according to OHSAS 18001 or equivalent.

### **Freedom of Association**

- 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.

### **Regulation of working hours**

- Working hours are mutually agreed between the company and the employees in accordance with applicable national legal requirements on working hours including overtime. Legal requirements regarding work benefits must be complied with. Employees are allowed at least one day off every seven days and overtime must be voluntary.
- Working hours should not exceed 60 hours within a week – including overtime.

### **Regulation of salaries**

- At a minimum, salaries should be in accordance with national legal requirements and meet employees' basic living needs. Compensation for overtime hours shall exceed the rate for normal working hours.

### **Prohibition of child labour**

- Suppliers must ensure that no persons at an age younger than 15 years are employed or are 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 to prejudice their attendance at school.

### **Prohibition of forced labour**

- The supplier does not use forced, bonded or compulsory labour and ensures that employees are employed voluntarily and of their own free will.

### **Prohibition of discrimination**

- Suppliers must promote equal opportunities for and treatment of its employees irrespective of skin colour, race, nationality, social background, disabilities, sexual orientation, political conviction, gender, religion or age



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### *Business Ethics*

#### **Prohibition of corruption and bribery**

- Brd. Klee A/S expects that all suppliers will act in accordance with "The Bribery Act. 2010" and hence will not engage in any form of bribery or corruption, including offering, requesting or receiving bribes, monetary or otherwise; nor engage in unethical or fraudulent practices.

#### *Declaration of the supplier:*

##### *We hereby declare:*

1. *We have received a copy of this Code of Conduct from Brd. Klee A/S (hereinafter "Code of Conduct") and hereby commit ourselves to comply with its principles and requirements.*
2. *We agree that Brd. Klee A/S or a third party appointed by Brd. Klee A/S may carry out unannounced inspections (audits) on our premises to verify our compliance with the Code of Conduct.*
3. *We confirm that we will use best efforts to forward the contents of the Code of Conduct to our suppliers and to convince them to meet the principles and requirements of this Code of Conduct.*
4. *We understand that failure to comply with the expectations described in this Code of Conduct will result in prompt action to address any violation. If violations are not rectified Brd. Klee will be forced to terminate the business relationship.*

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*Place, date*

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*Signature*

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*Name (CAPITAL LETTERS), Function*

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*Company Seal*