

Supplier Code of Conduct

This Supplier Code of Conduct applies to Rich.Steen's suppliers and their subsidiaries, affiliates, and subcontractors (each a "Supplier") providing goods or services to Rich.Steen or for use in or with Rich.Steen's products. It sets out legal and social responsibility requirements for our Suppliers. These requirements are in addition to any requirements imposed by contract. References to Rich.Steen in this Code also include Rich.Steen subsidiaries and affiliates, to the extent a Supplier does business with them.

1. GENERAL RULES

Supplier will fully conform with the laws, rules, and regulations (collectively, "laws") of the countries where it operates, will conform to the requirements of this Supplier Code of Conduct, and will ensure these requirements are fulfilled by its own suppliers and subcontractors. Supplier must be able to demonstrate compliance with the Supplier Code of Conduct on request. Rich.Steen will assess conformance to these requirements and will consider a Supplier's conformance in making sourcing and procurement decisions.

2. SOCIAL RESPONSIBILITY STANDARDS

Overview

Our Social Responsibility Standards are drawn from industry codes of conduct, International Labour Organization Conventions, the Universal Declaration of Human Rights, and the UN Guiding Principles on Business and Human Rights. They require all Suppliers to ensure that working conditions in their operations and supply chains are safe, that all workers are treated with respect and dignity, and that operations are environmentally responsible and conducted ethically.

Labour & Human Rights

Supplier must uphold the human rights of workers and treat them with dignity and respect. This applies to all workers, including without limitation temporary, migrant, student, and juvenile contract, and dispatch workers, as well as direct employees.

No Forced Labour

Supplier will not use forced, bonded (including debt bondage), indentured, or involuntary prison labour, and will not engage in slavery or trafficking of any person. Supplier will ensure that workers have access to their personal documentation (e.g., government-issued identification, passports, or work permits).

No Child Labour

Supplier will not use child labour. We consider child labour to be anyone under 15, unless local law sets a higher threshold. Supplier agrees that workers under 18 will not work overtime or perform night work or physically demanding labour.

Working Hours

Supplier will comply with applicable work hours and overtime laws.

Wages & Benefits

Supplier will comply with all applicable wages and benefits laws, including those relating to minimum wages, overtime hours, and legally mandated benefits.

No Abuse

Supplier will comply with all applicable laws on abuse of employees. Supplier will not engage in any harsh or inhumane treatment, including but not limited to sexual harassment, sexual abuse, corporal punishment, mental or physical coercion, or verbal abuse. Disciplinary policies and procedures in support of these requirements shall be clearly defined and communicated to workers.

No Discrimination

In its hiring and employment practices, Supplier will not discriminate based on race, colour, age, gender, sexual orientation, gender identity and expression, ethnicity, disability, pregnancy, religion, political affiliation, union membership, covered veteran status, protected genetic information, marital status, or any other category protected under applicable law. Workers or potential workers should not be subjected to medical tests or physical exams that could be used in a discriminatory way.

Freedom of Association

Supplier will comply with all applicable laws on freedom of association and collective bargaining. Workers' right to associate freely, seek representation, and join worker councils will be respected.

Health & Safety

Supplier recognizes that a safe and healthy work environment minimizes work-related injury and illness, enhances the quality of products and services, and boosts consistency of production and worker retention and morale.

Environment

Suppliers shall manage their operations responsibly in relation to environmental risks and impacts and adopt a precautionary approach in their business operations. Resources such as water and energy shall be used efficiently.

Waste management and pollution prevention

Suppliers shall endeavour to avoid or reduce any waste and emissions to air, water and soil as a result of their business activities. Efficient technologies should be used which aim to reduce the environmental impact as much as possible.

3. ETHIC REQUIREMENTS

Ethics and business integrity

Suppliers shall conduct their business in compliance with legal requirements and to adhere to internationally agreed standards of business ethics.

Legal compliance

Suppliers must comply with all applicable laws, rules and regulations in the countries where they carry out their business activities. In particular the supplier shall abide by all applicable regulations aiming at preventing, detecting and remedying economic crime and, in particular, fraud, extortion, money laundering and other related crimes.

Anti-corruption

Suppliers shall work against all forms of anti-corruption. The supplier must not engage in or tolerate any form of corruption, bribery, extortion or embezzlement. Suppliers must not offer or accept any benefits or other means to obtain any undue or improper advantage. Such improper benefits may comprise cash, nonmonetary gifts, pleasure trips or services and amenities of any other nature.

Protection of third-party rights and information

Suppliers must protect all Rich.Steen information, electronic data and intellectual property and Rich.Steen technologies and standards with appropriate safeguards. Suppliers shall comply with its obligations to not disclose the confidential information, to not use the information except as permitted by the agreement or by law and protect the information by safeguarding it against misuse, theft, fraud or improper disclosure.

Fair competition

Suppliers are always expected to compete as forcefully and constructively as possible while complying with international and national competition laws and regulations regarding fair competition.

Reporting Questionable Conduct

Supplier and its employees should report possible violations of the Supplier Code of Conduct or other questionable behaviour. Report by email at post@richsteen.no



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