

## Supplier Code of Conduct

### Background

TMResponsibility AB is commissioned to act on behalf of producers regarding producer responsibility for packaging. The board of the respective group company has decided that the company must apply the following code of conduct for suppliers.

Group companies covered by this code of conduct:

TMResponsibility AB (556685-2439)

TMResponsibility Production AB (559036-9129)

TMResponsibility Nordic AB (559351-2436)

Omni Polymers AB (559242-4930)

It is of great importance to TMR to be able to run our business for the benefit of a sustainable development. In accordance with the above, we wish to act to ensure that procured goods and services are produced under sustainable and responsible conditions.

We expect that our supplier respects this code of conduct and does its utmost to achieve the requirements within its own organization and in the chain of delivery. This should be accomplished through dialog, transparency and open collaboration between TMR and the supplier, which will benefit both parties.

### General

At a minimum, suppliers must always fulfil local laws and regulations in the countries where they operate. The requirements set forth in our agreements are often stricter and, if so, the agreement's requirements take precedence over this code of conduct.

## Environment

The supplier shall encourage the development and spread of environmentally friendly technology, i.e., technology that protects the environment, is less contaminating, uses all resources in a more sustainable manner, recycles more of its waste and its products and manages residual waste in a more responsible way than the technology it replaces.

By having procedures in place to identify, measure and follow up its environmental footprint, the supplier shall work to continuously improve its environmental performance and minimize resource consumption and emission. The supplier shall aim towards a lifecycle perspective regarding effects on the environment from products and services and shall put the same environmental requirements on its subcontractors that TMR puts on the supplier itself.

Suppliers must always conduct their activities with consideration for the environment and follow local and national environmental legislation. In connection with their professional activities, suppliers shall use the best possible technology unless otherwise agreed. The supplier shall always have a license for the activities it performs. The supplier shall ensure that its subcontractors have a license for their activities.

## Compliance

Transparency is required in the chain of suppliers to be able to guarantee compliance with the code of conduct. To ensure the above, we will conduct a special agreement follow-up regarding the supplier code of conduct, request documentation, execute onsite audits, review and approve action plans and check the implementation of these action plans. Suppliers are requested to take the appropriate measures to ensure that the contents of this code of conduct are implemented in their own operations as well as in that of the chain of suppliers.

Goods and services delivered to us must be produced under conditions that are consistent with the following regulations for chains of suppliers outside of the EU and the EES area:

- The UN's general declaration of human rights (1948)
- The ILO's eight core conventions, no 29, 87, 98, 100, 105, 111, 138 and 182

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- The UN's child convention, article 32
- the industrial safety and legislation for occupational safety that apply in the country of manufacturing
- the labour legislation, including legislation regarding minimum wages, and the social insurance protection that apply in the country of manufacturing
- the environmental protection legislation that applies in the country of manufacturing
- The UN's convention against corruption

These are described in greater detail in Appendix A.

## Updates

This code of conduct will be updated if and when it is relevant, see our website [www.tmr.se](http://www.tmr.se).

## Appendix A

### **The UN's general declaration of human rights (1948)**

The supplier shall support and respect human rights.

Suppliers have a responsibility to respect and support human rights, both within their own operations and in the chain of suppliers.

The supplier shall ensure that it does not contribute to, neither directly nor indirectly, violations of human rights. This also includes situations where the supplier fails to ask questions regarding violations of human rights or benefits from violations committed by someone else.

The supplier must have routines in place to evaluate the risk of contributing to the violation of human rights through their activities.

### **The International Labour Organization's (ILO) eight core conventions about working life's basic principles and rights and the UN's child convention**

#### **No occurrence of child labour (ILO 138 and 182, the UN's child convention article 32)**

Child labour refers to all economic activities performed by a person of school age or younger. No worker must be under 15 years (or 14 if national legislation allows this), or younger than the minimum age for work, if this age exceeds 15 years.

Young persons between 15 and 18 are allowed to work with non-dangerous operations, provided they have reached the legal age to work and have completed national compulsory school.

If child labour is detected, the supplier shall act based on the best interests of the child and find appropriate solutions in consultation with the child and the child's family.

**No occurrence of forced labour (ILO 29 and 105)**

Forced labour refers to work or services performed under the menace of penalty or similar and not performed voluntarily. Forced labour, including slave labour, contract labour, or involuntary prison labour must not occur. All work must be voluntary, and the worker must have the right to terminate his or her employment following a reasonable period of notice.

**No occurrence of discrimination or harassment (ILO 100 and 111)**

Discrimination refers to the differentiation of workers that is not based on qualifications or qualities, but implies discrimination on irrelevant grounds. Suppliers shall foster diversity and equal opportunities in their activities. Discrimination based on ethnicity, sex, marital status, pregnancy, religion, social or ethnic origin, nationality, disability, political views, union involvement, or sexual orientation must not occur.

Harassment refers to situations where the worker is subject to hard or inhuman treatment, including sexual harassment or forms of mental or physical punishment. Harassment must not occur within the activities.

**Freedom of association and collective negotiations (ILO 87 and 98)**

Freedom of association and collective negotiations refer to formalized and/or non-formalized collaboration to support and defend one's own interests in working life and in the relationship between employer and worker. The supplier is expected to recognize and respect the worker's (and the employer's) right to organize, become members of organizations in which they wish to participate, and the right to negotiate collectively. In countries where freedom of association is limited or under development, the supplier shall contribute to employees getting the opportunity to meet company management to discuss wages and work conditions without negative consequences.

**Legislation**

At a minimum, suppliers must fulfil local laws and regulations in the countries where they operate.

## **Wages and working hours**

Wages must be paid directly to the worker at the agreed time and in full. The supplier shall work for living wages to be paid to the employees and must in no case pay less than the minimum wages according to national/local legislation. Overtime compensation shall be paid and be clearly specified on the wage statement.

Workers shall be given at least one day of rest per week. The weekly working hours must not exceed the legal limits or 60 hours per week, including overtime.

Leave, including vacation, public holidays, sick leave, and parental leave shall be compensated in accordance with national legislation.

## **The work environment must be safe and hygienic (ILO 155 and 170)**

A safe and hygienic work environment refers to the worker's right to be guaranteed freedom from or protection against conditions that may be dangerous to the worker's physical and/or mental health when he or she is present in a site of which the employer has direct or indirect control. The worker who works in the supplier's operations shall be offered a safe and healthy work environment where preventive actions to minimize injuries and health hazards shall be taken.

Employees shall receive training regarding any health hazards that the work may involve, including fire-safety, dangerous work operations and first aid. The employer shall, as far as possible, provide the relevant protective equipment and ensure that information about health and security is readily available in the workplace.

Emergency exits must be clearly marked, well-lit and not blocked. Evacuation drills and testing of fire alarms must be performed at regular intervals.

## **Environment**

Suppliers shall conduct their activities with consideration for the environment and follow local and national environmental legislation. By having procedures in place to identify, measure and follow up its environmental footprint, the supplier shall work to continuously improve its environmental performance and minimize resource consumption and emission. The supplier shall aim towards a lifecycle perspective regarding the effects on the environment from products and services

and shall put environmental requirements on its subcontractors.

## The UN's convention against corruption

The supplier shall, neither directly nor indirectly, offer or provide undue payment or other compensation to any person or organization with the purpose to obtain, keep or control business or gain other undue advantage within the framework of its activities.

The supplier shall, neither directly nor indirectly, request or accept any form of undue payment or other compensation from third parties that may affect objectivity in connection with business decisions.

## Compliance

Transparency is required in the chain of suppliers to be able to guarantee compliance with the code of conduct. To be able to ensure the above, we will conduct a special agreement follow-up regarding the supplier code of conduct, request documentation, execute onsite audits, review, and approve action plans and check the implementation of these action plans. Suppliers are requested to take the appropriate measures to ensure that the contents of this code of conduct is implemented in your own operations as well as in that of the chain of suppliers.

## Reporting of violations and contact information

Questions or suspicions of violations against the code of conduct can be reported via email to [peter.mellgren@tmr.se](mailto:peter.mellgren@tmr.se) or regular mail to "Compliance TMResponsibility AB, Upplandsgatan 7, S-111 23 Stockholm, Sweden". TMR guarantees the anonymity of the supplier of information.