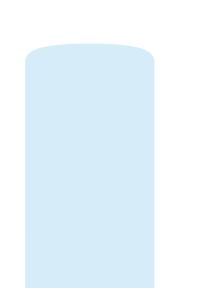


# **SUPPLIER CODE OF CONDUCT**

**TENTE International** 



# **INTRODUCTION**

TENTE International is a frontrunner in supplying sustainable and efficient mobility solutions globally. Better Mobility. Better Life is our motto and all around the world our staff take responsibility and do their utmost to carry the world a decisive step forward.

We strive to work with suppliers who are socially, environmentally, and economically responsible and who share our values regarding customer centricity, seeking innovations, performing together, and respecting each other. TENTE purchases materials, components, and services on a global basis. We acknowledge that our supply chain activities have a broad impact and that our responsibilities extend beyond our own operations and into those of our suppliers.

TENTE's operations are guided by the TENTE International Code of Conduct and the United Nations Global Compact Initiative.

TENTE respects and supports the protection of internationally proclaimed human rights, such as those described in the United Nations (UN) Guiding Principles on Business and Human Rights and the International Labor Organization's (ILO) Declaration of Fundamental Principles and Rights at Work. This Code of Conduct defines the basic requirements placed on TENTE's suppliers when dealing with TENTE such as concerning their responsibilities towards their stakeholders and the environment.



#### **RESPONSIBLE BUSINESS PRACTICES**

The Supplier must be committed to internationally recognized good governance and the highest level of integrity and ethical business conduct. The Supplier must respect and be committed to the Ten Principles of the United Nations Global Compact on human rights, labor, environment, and anticorruption, wherever it operates. The Supplier must not directly or indirectly facilitate money laundering or the financing of terrorism.

#### **HEALTH AND SAFETY**

The Supplier shall provide a safe and healthy working environment and take all reasonable steps to prevent injuries, safety incidents, and health hazards.

It is expected that the Supplier have a health and safety program that is appropriate to the nature of the business and its risks. The Supplier must know and comply with all relevant health and safety regulations and instructions. The Supplier shall provide relevant health and safety information and instructions, training, personal protective equipment, and tools to its employees.

# **CHILD AND FORCED LABOR**

The Supplier must not use or support any use of unlawful child labor or forced labor. All employees are free to leave their employment after a reasonable notice period, as required by the local legislation or contract. The Supplier shall not require employees to deposit money or identity papers with their employer.

#### NON-DISCRIMINATION

The Supplier must treat its employees with dignity and respect. The Supplier must not discriminate against its employees based on their gender, age, religion, marital status, sexual orientation, political opinion, national or ethnic origin, social background, disabilities, or another similar characteristic. The Supplier shall not tolerate any form of harassment or discrimination, whether physical or verbal.

## WAGES AND WORKING HOURS

The Supplier shall provide fair wages and benefits that meet or exceed the applicable wage and compensation laws. In the event of crossborder personnel deployment, the Supplier shall adhere to all the applicable legal requirements, especially regarding minimum wages. The Supplier shall comply with all the applicable laws and regulations on working hours and maintain accurate records thereof.

#### FREEDOM OF ASSOCIATION

The Supplier shall respect its employees' freedom of association, right to freely choose their representatives, and right to collective bargaining and neither disadvantage nor prefer members of employee organizations or trade unions.



#### **ENVIRONMENT AND CLIMATE CHANGE**

It is expected that the Supplier have a systematic approach to protecting the environment. The Supplier must:

- be committed to protect the environment in accordance with the applicable laws and regulations.
- continually look for ways to minimize waste, emissions and discharge of their operations, products, and services.
- use energy and raw materials resources efficiently.

It is expected that the Supplier works to determine the carbon footprint of its own operations, suppliers, and products.

TENTE expects its suppliers to make continuous improvements in environmental protection and to develop a CO<sub>2</sub> emission reduction plan and report CO<sub>2</sub> data if requested.

#### **ANTI-CORRUPTION**

TENTE has zero tolerance towards bribery and corruption and expects the same from its suppliers. The Supplier must never request, accept, pay, or offer bribes or facilitation payments, whether directly or indirectly through a third party, to influence a business decision or to otherwise obtain a business advantage. This applies to business both in the public and private sectors. All gifts, entertainment, and hospitality must have a legitimate business purpose and they must be acceptable under the local laws and business practices. Giving or receiving cash gifts is unacceptable. TENTE expect suppliers to establish systems and processes to prevent corruption, for example, by setting up an anti-corruption policy and proving the relevant training to their employees and to not engage in business with third parties that do not share these principles.

## COMPANY ASSETS AND DATA PRIVACY

The Supplier shall respect the intellectual property rights of others and safeguard TENTE's intellectual property and data, including personal data, in accordance with all the applicable laws and the contract, and shall ensure that the level of its information security is adequate to keep all such information confidential and secure. The Supplier shall process personal data confidentially and responsibly, respect everyone's privacy and ensure that personal data is effectively protected and used only for legitimate purposes.

# **FAIR COMPETITION**

The Supplier shall compete fairly and comply with the applicable competition laws and regulations in the countries where they operate. For example, the Supplier shall not enter into any agreement with its competitors to fix prices or limit the availability of products or participate in market or customer allocation, market sharing or bid rigging with competitors.

# COMPLIANCE WITH LAWS AND REGULATIONS

The Supplier must be aware of and comply with the applicable laws and regulations in the countries they operate. This includes adhering to regulatory best practices. TENTE expect their suppliers to have a positive impact on the societies they operate in.



#### **SUB-SUPPLIERS**

The Supplier must ensure that its own suppliers shall adhere to this Supplier Code of Conduct (or comparable requirements). The Supplier shall evaluate and monitor its supply chain, and upon request collect and send the relevant information to TENTE regarding the supply chain's compliance with this Supplier Code of Conduct.

The Supplier shall inform TENTE of any violation of this Supplier Code of Conduct that is noticed during audits and assessments of its sub-suppliers. TENTE expects the Supplier's full co-operation, should TENTE wish to conduct on-site audits at the Supplier's sub-suppliers.

The Supplier shall comply with the principles of nondiscrimination regarding supplier selection and treatment. Monitoring and follow up TENTE encourages suppliers to implement and maintain management systems and standards and to appoint responsible company representatives who shall ensure compliance with the applicable laws and regulations, the Supplier's contract with TENTE and this Supplier Code of Conduct.

TENTE expects the Supplier's co-operation in verifying compliance, e.g., in completing self-assessments and reports and granting TENTE (or a third party selected by TENTE) access to relevant premises and information to conduct onsite audits, including interviewing relevant supplier personnel and access to accurate and complete documentation and records.

The Supplier shall remedy any non-conformity identified without delay. Failure to comply with this Code may have negative consequences. For example, TENTE may suspend or terminate its contract with the Supplier. In the event of potential misconduct, we encourage our suppliers to report to their TENTE contact person or bholm@tente.com.

#### SUPPLIER'S APPROVAL

Acknowledged and approved

Place:

Date:

Supplier name:

Signature:

Title and name of the signatory:

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