

SEM AB SUPPLIER DECLARATION

Introduction

SEM AB want to be a competitive, fair, respectful and trusted partner to our customers, our current and future colleagues, our suppliers and our other stakeholders as well as being a good corporate citizen wherever we conduct business. Therefore, SEM has implemented a Code of Conduct which applies to each and every one of us who work for SEM. Although our Code is written for employees, officers and directors, all our suppliers, distributors, agents, consultants and others who temporarily perform work or services for SEM are expected to follow our Code and observe the highest standards of business and personal ethics, social and environmental performance.

We kindly ask that you familiarize yourself with the Code and that you as our supplier sign the following Supplier Code of Conduct Declaration and return it to us.

Supplier Declaration

Core values

Our core values, customer first, respect for the individual and resource efficiency have been a great part of our past success and will help us shaping our future.

Understanding the need of our customer is the base for our business and requires that we have the flexibility to adapt and adjust to a world of change regarding legislations and trends that affects our customers. This also mean that we need to have the competence to translate the need of our customers to solutions.

Respect for the individual is of greatest importance because the individual stands at the centre in all that we do. Showing respect is taking responsibility for the work we are all doing and the work we are passing on should be done right and in time. Everything that we do in our company should be done professionally.

Waste of resources, irrespectively of what they are, are costs, either for the environment, customers, co-workers or other stakeholders. Therefore, SEM AB is committed to the highest degree of resource efficiency and continuously reduce waste in any form. Being determined in this undertaking benefits all our stakeholders.

UN Global Compact

SEM is supporting UN Global compact and is committed to operating in a way that we meet fundamental responsibilities in the areas of human rights, labour, environment and anti-corruption. See <https://www.unglobalcompact.org/what-is-gc/mission/principles>

	<h1>Code of Conduct</h1>	Mall: Utgåva: 003 Godkänd: Datum: SD/JF 180824
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Supplier Code of Conduct Declaration

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

1. Compliance with laws and regulations

We will always comply with all applicable laws and regulations of the country where we conduct our business.

2. Utilization of children as labour

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

3. Forced labour

We will not 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.

4. Health, Safety and Environmental standards.

We are familiar with and will recognize and adhere to SEM’s environmental and work environment requirements which are based on national laws and regulations together with ISO14001 and ISO45000.

5. Improper payments

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

6. Hospitality and gifts

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.

7. Fair dealing

It’s important that we always engage in fair dealing practices. Those of us involved in selling, advertising promoting and marketing our products and services as well as staff working in procurement, must ensure that our business conduct is always guided by honesty and integrity.

8. Discrimination and harassment

We do not accept any discrimination due to background like race, colour, national belonging, age, gender, marital status, disability, citizenship status or religion. 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. Whistleblowing

We encourage staff to report suspected wrongdoings as soon as possible in the knowledge that their concerns will be taken seriously and investigated as appropriate and that their confidentiality will be respected.

10. Conflict of interest

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

11. Business Partners

We aim to only retain suppliers, subcontractors and other business partners that live up to the ethical standards reflected in this declaration or other similar code of conduct that sets standards equal to SEM’s Code of Conduct and which is found satisfactory to SEM.

12. Resource Efficiency

We will design our products and processes in such a way that energy and raw materials are used efficiently, and waste and residual products are minimized over the products’ life cycles.

Violations

Violations of our code, Company policy and the law have serious consequences for the individuals involved, including disciplinary action, up to and including termination. Disciplinary action will be applied consistent with local law. Such violations may also subject the individual and our company to civil and/or criminal prosecution.

Place:

Date:

(Supplier’s signature)

Signer’s name:

Signer’s title:

Supplier’s name:

Registered address:

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Phone no:

E-mail address: