

Supplier Requirements for Volmax

Objectives and Introduction:

Volmax AS aims to ensure optimal procurement conditions in terms of costs, quality, and user experiences. Supplier Requirements for Volmax set forth the principles and guidelines applicable to the company's executives, employees, suppliers, and other relevant partners. This document outlines how Volmax will work overall towards sustainability and social responsibility. The requirements are based on Norwegian law, guiding principles, international frameworks, and the company's sustainability strategy.

Volmax is certified according to ISO 9001 and ISO 14001 standards, with supplier requirements anchored in the company's governing body.

Sustainability:

Sustainable development is defined as meeting current needs without compromising the ability of future generations to meet their own needs. Sustainable business practices involve responsible corporate activities that consider human rights, labor rights, development, and the environment throughout the value chain. This requires continuous efforts to improve social and environmental conditions related to the production of goods and services. Sustainable business practices involve taking social responsibility broadly by combating illegal and unethical behavior in various areas, guided by the principles set by Ethical Trade Norway.

Social Responsibility:

Social responsibility is the responsibility a company takes for people, society, and the environment affected by its operations. Forward-looking businesses handling their social responsibility must ensure that social and environmental considerations become an integrated part of daily core operations, going beyond compliance with existing laws and regulations in the countries they operate.

Our Ambitions and Values:

Volmax aims to contribute to sustainable development with a balance between economic results, value creation, and social responsibility. Focus on sustainable business practices holds great value for society and the company, including innovation, reduced risk, a good reputation, and engaged employees.

All procurement is to align with Volmax's core values and meet the requirements and expectations imposed on the company by customers, shareholders, suppliers, authorities, employees, and collaborators.

Dato: 13.11.2023

Utarbeidet av: Innkjøpsansvarlig Volmax

Godkjent av: Volmax ledergruppe

Selection of/Requirements for Suppliers:

General:

Volmax shall choose suppliers, products, or services that do not violate international agreements, national legislation, or internal guidelines. Suppliers contributing to **sustainable development** will be prioritized.

Our suppliers cannot, directly or indirectly, engage in transactions with countries or entities subject to **trade restrictions** imposed by Norway, the EU, or the UN. This requirement also applies to the supplier's business associates.

Any form of **bribery and corruption** is unacceptable. All our suppliers must adhere to Volmax's ethical guidelines.

Requirements for Main Suppliers:

In addition to general requirements, main suppliers, providing critical inputs and significant volumes, must adhere to the following:

Certification Requirements:

While there are currently no certification requirements, certified suppliers will be prioritized under otherwise equal conditions. Certifications may include one or more of the following standards:

- ISO14001
- EMAS
- Miljøfyrtårn
- Svanemerket
- Grønt punkt

Occupational Health and Human Rights:

Suppliers must contribute to decent working conditions in their operations, following the UN and OECD guidelines on human rights and decent working conditions.

Evaluation of compliance will consider the following:

- a) Employees must have **freedom of association**, preferably with a collective bargaining agreement.
- b) Zero tolerance for **child labor** according to the UN Convention on the Rights of the Child.
- c) No **discrimination** based on ethnicity, religion, age, disability, gender, marital status, sexual orientation, union activity, or political affiliation.
- d) Efforts to ensure a safe and **healthy working environment** (HSE). Necessary measures must be taken to prevent and minimize accidents and health hazards related to workplace conditions.
- e) **Working hours** should comply with national laws or industry standards and not exceed internationally recognized conventions.

Dato: 13.11.2023

Utarbeidet av: Innkjøpsansvarlig Volmax

Godkjent av: Volmax ledergruppe

f) Workers should be entitled to overtime pay for work exceeding normal working hours (as mentioned above), at least in line with applicable laws.

Environmental Requirements:

Suppliers must have internal guidelines for sustainability and socially responsible corporate governance.

They must comply with national and international environmental laws and regulations, obtaining relevant permits.

Environmental requirements for suppliers of goods and services impacting the company's environmental aspects include waste management, packaging, energy, emissions, and transportation.

In line with the precautionary principle, continuous measures must be implemented to minimize greenhouse gas emissions and local pollution, ensuring sustainable resource extraction and the conservation of water, oceans, forests, land, and biodiversity.

Terms of Purchase and Follow-up:

It is crucial to ensure that all suppliers adhere to the requirements for procurement collaboration. Upon Volmax's request, suppliers must be able to document how they, and any subcontractors, work to comply with the guidelines. Suppliers will regularly receive a self-assessment/reporting form. Volmax will evaluate the responses and follow up with suppliers accordingly.

In case of deviations between our requirements and the supplier's compliance, necessary measures will be implemented, varying in severity. If, after repeated requests, a supplier shows no willingness or ability to comply with the guidelines, contract termination may occur.

For regular suppliers, an agreement will be developed, containing at least purchase conditions, warranty provisions, and provisions regarding complaints.

Volmax annually prepares a sustainability report, providing an overview of topics and goals defined in the company's sustainability strategy, along with other significant issues requiring reporting.

Dato: 13.11.2023

Utarbeidet av: Innkjøpsansvarlig Volmax

Godkjent av: Volmax ledergruppe