

Supplier Code of Conduct

Purpose and scope

The purpose of *Norsk helsenett's Supplier Code of Conduct* is to ensure that suppliers of goods and services to Norsk helsenett adheres to Norsk helsenett's expectations regarding respect for international obligations concerning human rights and decent working conditions, applicable working environment legislation, responsible business conduct and environmental considerations.

This Code of Conduct shall apply to all suppliers with which Norsk helsenett conducts business (hereinafter referred to as "the Supplier"). The Code of Conduct shall apply to all the Supplier's employees, both permanent employees and temporary employees such as substitutes, hired consultants and apprentices. If the Supplier makes use of subcontractors or subsidiaries, the Supplier shall be required to impose this Code of Conduct throughout its supply chain. The Supplier must be able to document how this is managed.

Fundamental human rights and workers' rights

The Supplier shall ensure that the undertaking does not directly or indirectly violate fundamental human rights and workers' rights as laid down in:

- The United Nations Universal Declaration of Human Rights
- The Core Conventions of the International Labour Organization (ILO)
- working environment legislation in the country of manufacture

The Supplier shall actively work to prevent such violations from occurring as a result of its activities. In cases where the Supplier is subject to national legislation with requirements relating to the safeguarding of fundamental human rights, such as e.g. the Norwegian Transparency Act, the provisions laid down in the act in question shall be complied with.

Child labour and young workers

The Supplier shall respect and comply with the provisions stipulated in Article 32 of the United Nations Convention on the Rights of the Child and ILO Conventions no. 138 on minimum age and no. 182 on the prohibition of worst forms of child labour.

The Supplier shall not use workers under 15 years of age unless the work is part of their education or practical work experience.

If the Supplier uses young workers under the age of 18, the Supplier must be able to document that the young worker does not carry out any dangerous work, heavy work or overnight work.

Forced labour

The Supplier shall comply with ILO Conventions no. 29 and no. 105 on forced labour.

There shall be no form of forced or slave labour. Employees shall not be required to provide a deposit or identification documents to the employer and shall be free to discontinue the employment relationship subject to reasonable notice periods.

Discrimination

The Supplier shall comply with ILO Conventions no. 100 on equal remuneration and no. 111 on discrimination, as well as the United Nations Convention on the elimination of all forms of discrimination against women.

The Supplier shall ensure that no improper or unlawful discrimination against employees takes place on grounds of ethnicity, age, sexual orientation, trade union affiliation, gender, religion, political views or any other grounds.

Employees shall be entitled to equal pay for equal work.

Freedom of association and collective bargaining

The Supplier shall comply with ILO Conventions no. 87 on the Freedom of Association and no. 98 on the Right to Collective Bargaining.

Employees shall be free to create and join trade unions or employee organisations according to their preference. The Supplier's employees shall have the right to participate in collective bargaining without fear of retaliation.

Health and safety

The Supplier shall comply with ILO Convention no. 155 and ILO recommendation no. 164 concerning occupational safety and health in the working environment.

The Supplier shall work to ensure that employees have a safe and healthy working environment.

The Supplier shall implement measures to prevent and reduce accidents and health hazards in the workplace. If work-related accidents occur, these must be reported and investigated. Employees shall receive regular training on health and safety in the workplace. Personal protective equipment shall be provided by the Supplier.

Wages and working hours

The Supplier shall comply with ILO Conventions no. 131 on pay and no. 1 and no. 14 on working hours.

Employees' wages shall, as a minimum, be in accordance with applicable legislation, national minimum wage provisions or industry standards. Wages and disbursement of wages shall be agreed in writing prior to work commencing. The Supplier shall provide compensation for overtime work.

Working hours shall be in accordance with applicable national legislation and shall not exceed the working hours consistent with applicable international conventions.

Data protection

The Supplier shall respect the privacy of employees and shall not record or monitor employees in contravention of applicable national legislation.

Environment and animal welfare

The Supplier shall comply with relevant national and international environmental standards and actively work to promote the circular economy, minimize environmental impact and reduce greenhouse gas emissions. If other specific climate and environmental requirements have been imposed in contracts entered into with Norsk helsenett, these shall apply.

When using animals in goods production, animal ethics considerations shall be taken into account throughout the entire value chain and animals shall, as a minimum, be treated in accordance with national animal welfare legislation. Animals shall be treated well and protected against the risk of unnecessary stress and strain.

Business ethics and corruption

The Supplier shall comply with general requirements relating to responsible business conduct, integrity and compliance in the implementation of its activities. The Supplier shall comply with rules and regulations in all relevant areas.

The Supplier shall actively and continuously work to prevent corruption and money laundering and ensure investigations in cases where it is reasonable to assume that this may have taken place.

The Supplier shall immediately report any potential conflicts of interest between Norsk helsenett and the Supplier or a third party with which the Supplier has a relationship. Relationship refers especially to ownership or contractual relationships.

The Supplier shall not attempt to influence decisions by offering gifts or other benefits to Norsk helsenett employees/representatives.

Compliance measures and documentation

The Supplier shall initiate measures and contribute documentation to ensure that Norsk helsenett complies with its obligations pursuant to applicable legislation and regulations, including the Norwegian Transparency Act. Norsk helsenett or a third party engaged by Norsk helsenett shall be entitled to carry out follow-up measures with the Supplier and its subcontractors if necessary to ensure compliance with *Norsk helsenett's Supplier Code of Conduct*.

Relevant follow-up measures may include but are not limited to:

- self-reporting and dialogue
- documentation of the production chain for selected goods
- documentation of risk assessments and follow-up measures in the supply chain
- inspections/audits in the supply chain

Code of Conduct violations

The Supplier shall be required to immediately report violations of *Norsk helsenett's Supplier Code of Conduct* that the Supplier discovers within its own undertaking or with subcontractors. The Supplier shall immediately take necessary actions to remedy the violation in question. Norsk helsenett may require the Supplier to present an action plan describing when and how violations will be remedied.

Significant violations of *Norsk helsenett's Supplier Code of Conduct* may result in Norsk helsenett:

- temporarily suspending the delivery exercising its right to make replacement purchases from other suppliers during a temporary suspension
- requiring the Supplier to replace subcontractors. This shall take place at no additional cost to Norsk helsenett
- terminating the contract with the Supplier, cf. also contractual provisions
- disqualifying the Supplier from new tenders for contracts with Norsk helsenett