



Code of Conduct for JAI's Cooperation Partners

Version:

3

Versjonsdato:

04.07.2018

Code of Conduct for JAI cooperation partners

This Code of Conduct defines the basic requirements to JAI's cooperation partners with regard to their responsibility towards their business partners and the environment. JAI reserves the right to change the requirements of this Code of Conduct to a reasonable extent, and in such case JAI expects the cooperation partner to accept these reasonable changes.

As cooperation partner we hereby declare that we shall:

Legal agreement

- comply with the laws of the applicable legal system.

Prohibition of corruption and bribery

- not tolerate or practice any form of corruption or bribery, and not offer any kind of payment or other kind of benefit to a government official with the purpose of trying to influence the decision-making process in breach of the law.

Respect for the basic human employee rights

- promote equal opportunities and treatment of all employees, irrespective of colour, race, nationality, social origin, disability, sexual orientation, political or religious affiliation, gender or age.
- respect the personal dignity, private life and rights of each individual.
- refuse to engage or make any person work against his or her will.
- refuse to tolerate any unacceptable treatment of an employee, such as mental cruelty, sexual harassment or discrimination.
- forbid behaviour incl. gesture, language and physical contact, which is sexual, coercive, threatening, abusive or exploitative.
- provide a fair wage and guarantee the applicable national statutory minimum wage.
- observe the maximum number of working hours as laid down in the applicable laws.
- recognize, as far as the law permits, the right to free associations for the employees, and neither favour nor discriminate members of employee organizations or trade unions.

Prohibition of child labor

- refrain from engaging full-time employees under 15 years or, in developing countries, consistent with the ILO's (International Labour Organization) convention 138, engaging full-time employees under 14 years.

Health and safety for employees

- take responsibility for the employee's health and safety.
- check the risks and take the best reasonable and possible safeguards against accidents and occupational diseases.
- provide training and ensure that the employees are educated in health and safety questions.
- set up an occupational health and safety management system according to OHSAS 18001 or similar.



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Environmental protection

- act according to the applicable statutory and international standards concerning environmental protection.
- minimize the environmental contamination and make lasting improvements within environmental protection.
- focus on optimizations within the environmental area and take environmentally correct decisions.

Supply chain

- do your utmost to make sure that your cooperation partners adhere to this Code of Conduct.
- comply with the principles of non-discrimination when choosing and treating cooperation partners.

Cooperation partner statement

We hereby declare:

- 1) We have received a copy of the Code of Conducts for JAI's cooperation partners (referred to as Code of Conduct) and undertake to comply with the principles and requirements laid down in this agreement.
- 2) On JAI's request we will procure a written self-estimation within a reasonable time after receipt of such a request.
- 3) We consent to JAI, or any third party appointed by JAI, carrying through unannounced inspections (audits) at our addresses to make sure that we comply with the Code of Conduct.
- 4) We confirm that we will do our utmost to communicate the contents of this Code of Conduct to our cooperation partners to convince them of the importance to comply with the principles and requirements presented in this Code of Conduct.
- 5) We confirm that this declaration is subject to current legislation.

Place, date

Signature

Name (capital letters), title

Company stamp

This document must be signed by an authorized representative for the company and returned to JAI within 5 working days after receipt.