



# Supplier Code of Conduct

REVISION 2 | NOVEMBER 2023



Spinnova has developed breakthrough technology for making textile fibre out of wood or waste-based pulps or leather processing waste, without harmful chemicals. Spinnova's mission is to provide the textile industry with the most sustainable fibre in the world that is produced with minimal harm to the environment.

Spinnova is committed to high standards of sustainability, integrity, and business ethics, and we expect our suppliers to commit to equal standards. This Spinnova Supplier Code of Conduct outlines the minimum expectations that Spinnova has for suppliers regarding human and labour rights, health and safety, environmental protection, business ethics, and management practices. If there are differences between the requirements of applicable laws and regulation and this SCoC, the Supplier must adhere to whatever is stricter.

Spinnova promotes an open dialogue and mutual support with the suppliers. Should you have questions on the interpretations or practical implementation of this SCoC, please turn to Spinnova representative.



# 01 General obligations

Suppliers are obliged to

- operate in full compliance with the laws of their respective countries and with other applicable laws and regulations.
- demonstrate commitment to and compliance with the requirements of this SCoC
- ensure that its own suppliers and sub-suppliers comply with the requirements of this SCoC and take full responsibility for the work of the sub-supplier.
- ensure that its employees, its sub-suppliers, local communities, and other relevant stakeholders have access to grievance channels to anonymously voice their concerns about potential misconduct related to the requirements of this SCoC. The Supplier must also have processes in place to address these concerns and remedy any confirmed cases.

The measures should be appropriate to the size and nature of the Supplier's operations.

# 02 Human rights and labour standards

Suppliers are expected to respect internationally recognized human rights as declared in the UN Universal Declaration of Human Rights, and labour standards set out by the International Labour Organization (ILO). Special attention should be paid on groups or individuals that may be at higher risk of vulnerability, such as migrant workers and indigenous people.

## PROHIBITION OF FORCED AND CHILD LABOUR

Suppliers shall not utilize forced or compulsory labor or child labor under any circumstances.

For further guidance, suppliers shall act in line with the ILO's Convention 29 'Forced Labour Convention' and the ILO's Convention 138 'Minimum Age Convention'.

Suppliers shall follow the definition of child labor as it is set out in the Convention 138 referring to types of work that are not permitted for children below the relevant minimum age. Suppliers are expected to collect and maintain official documentation that verifies each worker's date of birth.

## FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

Suppliers are required to allow their employees to establish and join organizations of their own choosing, and to protect their employees against acts of anti-union discrimination. This requirement draws on ILO's Convention 87 'Freedom of Association and Protection of the Right to Organise Convention', and Convention 98 'Right to Organise and Collective Bargaining Convention'.

## NON-DISCRIMINATION

Suppliers shall promote equality of opportunity and treatment in respect of employment and occupation and ensure harassment-free working environment for employees. This requirement draws on ILO's Convention 111 'Discrimination (Employment and Occupation) Convention'. Each person should be treated fairly on the basis of individual merit, and must not be imposed unequal burdens, denied benefits from, or be otherwise excluded on the basis of race, color, national extraction or social origin, gender, sexual orientation, religion, maternity or parental status, age, disability, physical characteristics, political affiliation, or union membership.

## HUMANE TREATMENT

All workers shall be treated with respect and have the right to pursue their material and spiritual well-being in conditions of freedom and dignity. Any form of punishment or the threat of it is strongly prohibited and the suppliers must guarantee that measures such as physical or psychological coercion, sexual abuse, verbal abuse, or sexual harassment are not engaged in nor permitted under any circumstances.

**WORKING HOURS AND COMPENSATION**

Suppliers are required to set working hours and compensation paid to employees in compliance with applicable national laws and international conventions and ensure that employees can pursue an adequate standard of living.

**LOCAL COMMUNITIES**

Suppliers shall strive to contribute to the positive social and economic development of the communities impacted by its operations and minimize any negative impacts of its operations on those communities.

## 03 Respect for the environment

Suppliers are required to act in compliance with all the applicable environmental laws and regulations. Spinnova values ambitious sustainability targets and encourages the suppliers to exceed the minimum requirements whenever possible. Spinnova strives to decrease the mutual environmental impact along the entire value chain and promotes constant improvements driven by ambition and collaboration. If requested by Spinnova, suppliers shall provide environmental performance data for environmental accounting, assessments, and product declarations or labels.

Suppliers shall handle environmental violations and complaints systematically and communicate them to concerned parties, including Spinnova if affected.

**WASTE AND EMISSIONS**

Suppliers are required to have systems in place to ensure responsible handling and management of waste, chemicals, air emissions and wastewater discharges. Activities that have the potential to adversely impact human or environmental health should be managed, measured, controlled, and monitored in an appropriate and responsible manner prior to the release of any such substance into the environment.

Suppliers are expected to use natural resources in a resource-efficient and responsible manner. Suppliers should aim at minimizing and eventually eliminating their negative impacts on the environment by implementing best practices and emerging solutions. This could include modification of production or maintenance processes, enhanced natural resource management practices, material substitution to more sustainable alternatives, or the integration of circularity principles (waste prevention, longevity and repair, reuse, remanufacture, or recycle).

**CLIMATE CHANGE MITIGATION AND ADAPTION**

Suppliers shall monitor, report, and strive to reduce greenhouse gas emissions from operations and value chain. Optimally the whole life cycle of products is considered, and changes made based on that knowledge. Suppliers shall also consider appropriate adaption measures against climate change.

**BIODIVERSITY**

Impacts on biodiversity can result, for example, from manufacturing plants, mines, transportation infrastructure, pollution, introduction of invasive species, pests and pathogens, reduction of species, habitat conversion, or changes in ecological processes outside the natural range of variation. Suppliers shall monitor and, as relevant, reduce impacts on biodiversity from operations and value chain.

## 04 Occupational health & safety

Spinnova requires its suppliers to provide a healthy and safe working environment. This requirement draws on ILO's Convention 155 'Occupational Health and Safety Convention'. Occupational health and safety requirements involve prevention of physical and mental harm, and promotion of employees' health. Hazardous materials, chemicals and substances shall be identified, and their safe handling, transportation, storage, and disposal ensured.

Suppliers shall have an occupational health and safety management system in place to provide hazard and incident identification and investigation, risk assessment, and worker training on occupational health and safety. Furthermore, employees should be consulted in the development and evaluation of the occupational health and safety policy.

In addition to preventing harm, suppliers can promote employees' health by offering healthcare services or voluntary health promotion services. The health data derived from such services should be handled with respect to employee's right to privacy.

## 05 Responsible business practices

Suppliers of Spinnova are expected to conduct business with integrity and promote ethical and responsible business practices.

### **FAIR COMPETITION**

Suppliers are expected to conduct business in a fair manner and refrain from anti-competitive behavior. Such behavior can include unfair business practices, market or output restrictions, geographic quotas, anti-competitive merges, price-fixing, cartels, or abuse of market position.

### **ANTI-CORRUPTION**

Suppliers are expected to have zero tolerance for corruption in all its forms and not engage in or permit any form of bribery, extortion, or embezzlement.

### **PRIVACY & INTELLECTUAL PROPERTY**

Suppliers should appropriately handle confidential information and make use of necessary measures and procedures to protect the privacy of employees and business partners. Suppliers are expected to respect third party intellectual property rights, including copyright, trade secrets and patent rights.

### **ANTI-MONEY LAUNDERING, TRADE SANCTIONS AND TAX EVASION**

Suppliers shall not participate in money laundering or the financing of terrorist or criminal activities and will comply with applicable trade sanction programs. All taxes and tax-like charges must be reported and paid according to applicable laws.

## 06 Monitoring & enforcement

Suppliers are expected to abide by this SCoC as a contractual condition for doing business with Spinnova. Suppliers are expected to co-operate with Spinnova's requests to audit or otherwise monitor the supplier's compliance with the provisions of this SCoC. Spinnova retains the right to terminate any agreement or other form of collaboration with its supplier that is found to be in material breach of this SCoC.

## 07 Issuance of and amendments to the code

This SCoC is reviewed periodically by Spinnova. The revision can be necessary due to changes in regulation, recommendations, or our business.

The Supplier shall immediately report any non-compliances with this SCoC to Spinnova.

Any Supplier employee can confidentially and, if preferred, anonymously report concerns at [Our Whistleblowing service](#).

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