

# ÅPENHETSLOVEN.

For å etterleve Åpenhetsloven er det viktig for bedrifter å overholde lovens etiske standarder. Rob. Arnesen har nedfelt dette i et etisk regelverk for bedriften.

## Punkt 1

Overholdelse av lover- Vi forplikter oss til å overholde alle lover og regler både hjemme og ute i de land vi opererer i.

## Punkt 2

Feilaktige betalinger-Vi vil ikke for å oppnå fordeler i forretningsdriften, tilby eller love å gi en upassende fordel til offentlig tjenestemann eller andre tillitspersoner.

## Punkt 3

Gaver, gjestfrihet og utgifter- Vi vil ikke tilby direkte eller indirekte, gaver, reiser eller andre fordeler for selv å oppnå forretningsmessige fordeler.

## Punkt 4

Minimunsalder for arbeid-Vi vil i alle deler av vår virksomhet arbeide for å motvirke at barn under 15 år blir satt til å arbeide. Vi vil ikke handle med bedrifter som har en slik praksis.

## Punkt 5

Tvangsarbeid-Vi vil i alle deler av vår virksomhet arbeide for å motvirke at noen blir tvunget til å arbeide mot sin vilje. Vi vil ikke handle med bedrifter som har en slik praksis.

## Punkt 6

Organisasjonsfrihet-Vi vil i alle deler av vår virksomhet arbeide for retten til å organisere seg, eller avstå fra å organisere seg etter sin egen fri vilje.

## Punkt 7

Arbeidstid-Vi vil i alle deler av vår virksomhet arbeide for at lokale bestemmelser og lover om arbeidstid blir overholdt.

## Punkt 8

Lønn- Vi vil i alle deler av vår virksomhet arbeide for at lønn utbetalt til ansatte og innleid arbeidskraft anses som rettferdig.

## Punkt 9

Ansettelsespraksis-Vi vil i alle deler av vår virksomhet arbeide mot all form for trakassering og diskriminering.

## Punkt 10

Mangfold og inkludering-Vi vil i alle deler av vår virksomhet arbeide mot diskriminering basert på en persons rase, farge, kjønn, seksuell legning, sivilstatus, religion, politisk tilhørighet, nasjonalitet, etnisk bakgrunn, sosial opprinnelse alder eller funksjonshemning.

## Punkt 11

Miljø-Vi vil i alle deler av vår virksomhet overholde nasjonal miljølovgivning. Vi skal jobbe for å oppnå energieffektivisering og minimere skadelige utslipp.

## Punkt 12

Helse og sikkerhet-Vi vil i alle deler av vår virksomhet jobbe for et sunt arbeidsmiljø .

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# **Rob. Arnesen Ethical Framework & Agreement**

HSE and Administration Requirements



## HSE and Administration Requirements

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### **Rob. Arnesen requirements regarding Health, Safety, and Environment**

The Supplier's contribution in the areas of Health, Safety/Security and the Environment (abbreviated to HSA in this document) is of the outmost importance to the Rob. Arnesen's objective of protecting the environment and personnel. The Rob. Arnesen is always striving to develop and improve in this area; consequently the Company demands that its partners perform their business in the same manner.

#### **HSA requirements**

1. The Supplier must obtain all necessary approvals from the authorities, both when it comes to the operations and all production facilities.
2. The Supplier shall always plan its work so that it is performed in such a way that it does not cause accidents to human's life or health (this includes its own personnel, Company employees and others), damage to the environment or other material damages. It is also desirable that the Supplier works with a system that analyses the cause of damage and, if possible, implements measures in order to avoid such damage in the future.
3. The Supplier shall comply with all mandatory laws and regulations within the areas of health, safety and the environment, which are applicable to the Supplier's work under the Contract.
4. When performing work under the Contract, the Supplier is obligated to report every accident or near accident that includes damage to person, environment or material, which could be of importance to the company.
5. The Company, or persons authorized by the Company, will be entitled to conduct audit and verification of the Supplier's and his subcontractor's system for HSE (subject to prior notification).
6. The parties shall agree that HSE issues will be included in the agenda for meetings between Supplier and the Company
7. The Supplier is responsible for quality requirements and inspections of the material that are connected to the contract.
8. It is desirable that the Supplier has its own quality system; such system to be well documented and well known in the organization. If possible, this system shall be built up as an ISO certification, similar to the process regarding ISO 9000 and 14000.
9. The Supplier shall inform the Company if changes in their quality system may affect the contract with the company.
10. If the Supplier uses a sub-contractor in its work under the contract, the Supplier is obligated to inform such third party about these quality regulations. The Supplier assumes liability for such sub-contractors work under the Contract as for its own work.
11. The Company or persons authorized by the Company will be entitled to conduct audit and verification of the Supplier's quality system (subject to prior notification).
12. When special circumstances make it desirable, CCC or the Company may introduce additional HSE requirements, as the case may be and at their own discretion.
13. These HSE-requirements is an attachment to a business contract between the Company and the Supplier. In the event of any substantial breach of the HSE-requirements, the Company has the right to terminate the business contract.

## **Rob. Arnesen's ACS Supplier Declaration**

### **Compliance with Laws**

As a supplier to Rob. Arnesen, we will comply with all applicable laws and regulations.

### **Improper Payments**

As a supplier to Rob. Arnesen, we will not, in order to obtain or retain business or any other advantage in the conduct of business, offer, promise or give any advantage to a public official (or a third party) to make the official act or refrain from acting in relation to the performance of his or her official duties. This applies regardless whether the advantage is offered directly or through an intermediary.

### **Conflict of Interest**

As a supplier to Rob. Arnesen, we, and our employees, will not take part in or seek to influence any decision under circumstances that can give rise to an actual or perceived conflict of interest. Such circumstances may be a business interest or a personal interest in the subject matter – economically or otherwise – directly or through someone closely related. If we become aware of a potential conflict of interest we will, without delay, notify Rob. Arnesen.

### **Minimum Age of Labor**

As a Supplier to Rob. Arnesen, we shall not employ children below the age of 15. If the child is secured the right for education, play, rest and family life, limited exceptions may be made if this is clearly in the best interest of the child.

### **Forced Labor**

As a supplier to Rob. Arnesen, we will not engage or employ people against their own free will, nor will personnel be required to lodge 'deposits' or identify papers upon commencing employment.

### **Freedom of Association & Right to collective Bargaining**

As a supplier to Rob. Arnesen, we recognize that our employees are entitled to be – or refrain from being – union members and to be – or refrain from being – represented in collective bargaining agreements. In countries where these rights are restricted our employees will anyway have the right to influence their work situation.

### **Working Hours**

As a supplier to Rob. Arnesen, we will comply with local law or agreements regarding working hours.

**Wages**

As a supplier to Rob. Arnesen, we will ensure that wages paid to employees and hired labor are considered fair.

**Employment practices**

As a supplier to Rob. Arnesen, we will treat our employees fairly. We do not accept harassment or discrimination.

**Security Resources**

As a supplier to Rob. Arnesen, we will observe strict requirements for the selection of security contractors to avoid human rights risk in countries where security firms are not properly regulated.

**Environment**

As a supplier to Rob. Arnesen, we will work according to internationally recognized environmental management principles and aim for continuous improvement. We will comply with national environmental legislation and permits. We will work to achieve and minimize harmful discharge and waste production in a lifecycle perspective.

**Health and Safety**

As a supplier to Rob. Arnesen, we will work ambitiously, through continuous improvement, for a healthy work environment and safe and secure conduct according to internationally recognized health and safety management principles and practices and applicable law.

**Selection of Business Partners, Agents and other Intermediaries**

As a supplier to Rob. Arnesen, we will promote that potential business partners, agents and intermediaries adopt the principles set forth in this Supplier Declaration.

**Standard towards own Suppliers**

As a supplier to Rob. Arnesen, we will promote the implementation of the principles set forth in this Supplier Declaration towards own suppliers.

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Date:

Date:

Company Name:  
Rob. Arnesen

Company Name:

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Terje Lauritzsen

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Director