

# Code of Conduct

## **The Purpose of the Code of Conduct:**

It is important to the Dymak Group, that we do our business with a high overall standard and in line with our values. Accordingly, the Dymak's Supplier Code of Conduct has the purpose of making sure that our suppliers comply with the highest social and environmental standards. Our Supplier Code of Conduct is based on the recommendations from the United Nations and adapted to our line of business.

## **Who does the Code of Conduct apply to?**

The Dymak Code of Conduct for Suppliers sets out minimum requirements for all Dymak's Suppliers notwithstanding the types of goods or services provided to operate in accordance with this code and in full compliance with all applicable laws and regulations.

## What does the Code of Conduct Cover?

### 1. Child labour

Suppliers may not use child labour. The employment of young workers must respect the age limits established by ILO (International Labour Organisation):

- From the age of 13 for light work, and
- From the age of 15 for non-hazardous work to ensure it does not interfere with compulsory schooling.
- No person under the age of 18 is employed in hazardous or heavy work except for the purpose of training within approved national laws and regulations.

### 2. Forced and compulsory labour

Suppliers may not use forced labour, bonded labour, forced overtime work, forced prison labour and/ or trafficked workforce. Employment must be freely chosen. Suppliers may not require their employees to retain their identification papers, deposits nor use repayment of debts through work. Local and international law and legislation in country of origin and end-product-destination must always be followed (like UK Slavery Act)

### 3. Discrimination

Dymak do not support the use of discrimination. Suppliers must make sure that there is no discrimination in employment and occupation. Dymak will not either support the use of physical, sexual, psychological, or verbal harassment or abuse.

### 4. Compensation / Working Hours

Supplier must ensure that at least the minimum wage established by the local law is paid. Furthermore, the supplier must ensure that the maximum weekly working hours established by the local law are not exceeded.

### 5. Freedom of association

Suppliers must respect freedom of association and the effective right to collective bargaining. Employees are free to establish or join worker organizations of their own choosing.

### 6. Health and safety

Suppliers must provide a safe, clean and healthy working environment and will take adequate steps to prevent accidents and injury to health arising out of the course of work or the operation of the employers.

### 7. Product quality

Suppliers must take due care to ensure their work product meets Dymak quality standards and specifications. Suppliers of materials, components or Finished Devices must have quality assurance processes in place to:

- Ensured continued quality
- Identify defects

- Implement corrective actions
- Inform Dymak of changes to product or process in due time
- Facilitate the timely delivery of products meeting the agreed requirements. They must also ensure the cleanliness of the products and of the production areas and warehouses.
- Products must be able to last and live up to international standards, norms and legislation.

### 8. Corruption and bribery

Dymak does not tolerate any corrupt practice and requires its suppliers to comply with the anticorruption and anti-bribery laws and regulations (Please see Appendix 2 – Supplier Honest Agreement).

### 9. Law, legislation and regulation

Suppliers must always ensure that they keep up-to-date with the applicable law, legislation, and regulation at any given time in both the country of origin as well as in the end destination of the product.

### 10. Environment protection

Suppliers must strive to develop and implement environmental procedures that include measurement and monitoring in order to identify environmental risks and impacts and to ensure pollution prevention measures are in place. They must strive to reduce waste, energy, and emissions to air, ground, and water. Suppliers are expected proactively to continuously reduce the greenhouse gases (GHG) emissions connected to the products, services and activities performed. The handling, storage, and disposal of hazardous materials such as chemicals and/or waste must be done in an environmentally safe manner. Suppliers must contribute to the recycling and reuse of materials and products and implement environmentally friendly technologies where possible. Suppliers may not use hazardous material in their products.

## What do you need to do?

As Dymak Supplier, you are expected to comply with the requirements established in this Code of Conduct. If you experience violation of any of the requirements, we expect you to address them, so these can be handled accordingly.

## Do you have any questions?

If you have any questions concerning this Code of Conduct, please direct them to Jens Christian Jensen at [compliance@dymak.dk](mailto:compliance@dymak.dk).