# **Belimo Supplier Principles ("BSP")**



### **OBJECTIVE**

At BELIMO Automation AG and its affiliates ("**Belimo**"), we have set high standards for the way we conduct business in areas from social and corporate responsibility to sound business ethics, including compliance with all applicable laws and regulations. Belimo employees are bound to the Belimo Code of Conduct.

We commit ourselves to behave according to accepted ethical principles when interacting with colleagues, customers, suppliers, business partners and shareholders and equally we expect the same commitment from our suppliers. We request our suppliers to comply with the Belimo Code of Conduct as amended from time to time and as available in its current version on www.belimo.com unless the supplier has implemented a code of conduct that is as strict as the Belimo Code of Conduct.

The Belimo Supplier Principles ("**BSP**") supplement the Belimo Code of Conduct and define the standards of governance and practice that must be adhered to by all suppliers conducting business with Belimo.

### **SCOPE**

The Belimo Code of Conduct to the extent as set out above and the BSP apply to all suppliers with whom Belimo have a contractual relationship, including contractors, suppliers of goods and services, co-packers and joint-venture partners ("**suppliers**"). It is a prerequisite for doing business with Belimo that any supplier complies with these BSP.

Even though Belimo acknowledges that legislation and cultural patterns vary across the world and that suppliers consequently operate under different circumstances, these BSP set out the basic requirements any supplier must comply with. In cases where the law in question is more comprehensive than these BSP, current law applies. In cases where these BSP are more comprehensive than the law in question, these BSP apply.

## **PRINCIPLES**

### **The Working Environment**

The supplier shall ensure a healthy and safe working environment where the sources of noise and air pollution are under control. Applicable laws and regulations for a good working environment, including the safety and health of the employees, must be complied with. Factory facilities must be well maintained and kept in clean condition.

The supplier shall especially:

- Show management commitment to Occupational Health & Safety (e.g. ISO 45001 certification).
- Promote workers' consultation and participation (ILO Recommendation No 94).
- Assess and manage (potential) effects of activities/ products/ services on the health and safety of workers and other interested parties such as employees, customers, suppliers, contractor and local communities (ISO 45001).
- Eliminate unsafe conditions immediately and respect workers' ability to remove themselves from a work situation when there is reasonable justification to believe that it presents an imminent and serious risk to health or safety (ILO Occupational Health & Safety Convention No 155, Article 13).
- Identify hazards in the working environment and implement appropriate measures to eliminate/minimize risks and prevent accidents (ISO 45001).
- Provide training to employees so they can contribute to prevent accidents and occupational health issues (OECD Guidelines VI "Environment", aspect 7).

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- Provide protective equipment to employees (ILO Occupational Health & Safety Convention No 155, Art 16).
- Systematically record accidents and analyse their causes, in order to prevent recurrence (ILO Occupational Health & Safety Convention No 155, Article 11c/d).
- Determine opportunities for improvement and take measures to improve its Health & Safety performance (ISO 45001).
- Maintain plans and provide measures for preventing, mitigating and controlling environmental damage and adverse effects on health from their operations (OECD Guidelines VI "Environment", aspect 5/ ILO Occupational Health & Safety Convention No 155, Article 16).

## **Basic Working Conditions**

The supplier shall treat all his employees with respect and dignity and shall ensure all applicable laws and regulations.

The supplier shall especially:

- Not use child labor. The term "child" refers to any person employed under the age of 15, or under the age for completing compulsory education, or under the minimum age for employment in the country, whichever is greatest. The use of legitimate workplace apprenticeship programs, however, is supported by us.
- Not use forced labor, regardless of its form, or involuntary prison labor. Physically abusive disciplinary practices will not be tolerated.
- Not use illegal workers.
- Not tolerate harassment or discrimination on the basis of sex, race, color, religion, age, political opinion, ethnic or national origin, marital/parental status or sexual orientation.
- Respect the legal rights of employees to join or to refrain from joining worker organizations, including trade unions.
- Comply with applicable law regulating hours of work. If no current law applies, Belimo stipulates max. standard working hours of 10 hours per day and 50 hours per week. Working hours must be organized in such a way that the employee can plan his own leisure time. In each 7-day cycle the employee is entitled to at least one day off.
- Comply with the current law concerning wages, compensation for overtime and payment procedures, at least adequate to satisfy the basic needs of the workers and their families. The employees are entitled to at least a statutory minimum wage or the standard rate in the industry adequate to satisfy the basic needs of the workers and their families.

### **Environmentally Friendly Production**

At a minimum, the supplier shall follow all environmental laws and regulations of supplier's location. Within the countries they operate all required environmental permits, licenses, registrations, etc., shall be obtained and the operational/reporting requirements followed.

The supplier shall operate in a manner that is as environmentally responsible and efficient as possible. We encourage suppliers to use their best efforts to reduce or eliminate any kind of emissions to the air, water and soil generated by their activities, to preserve natural resources, to avoid or minimize the use of hazardous substances, and promote waste recycling or re-use.

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Emergency procedures and staff shall be in place to manage incidents presenting an environmental risk.

The supplier shall gradually promote environmentally friendly measures across production of goods, transportation of goods, product design, selection of materials for the product, re-use of materials and or components, environmentally compatible product use, maintenance and disposal, measurements for protection against hazardous substances, and corresponding training of employees.

Greenhouse gas emissions, energy and water consumption, waste generation and wastewater are important topics in environmentally friendly production. The supplier must therefore have a system in place to systematically, effectively and safely handle, move, store, and manage energy, water, waste (incl. hazardous waste), emissions (e.g. air, water, soil), and wastewater discharge in line with all applicable laws and regulations.

The supplier is recommended to apply the Science Based Targets Initiative (SBTi) Standard to reduce greenhouse gas emissions and the international standard ISO 14001.

#### **Subcontractors**

If the supplier retains subcontractors to perform work on the goods or their component parts, the supplier will only use subcontractors that will adhere to the requirements of these BSP.

## **Ethical Dealings**

The supplier shall conduct his business in accordance with the highest ethical standards. Suppliers must strictly comply with all laws and regulations on bribery, corruption, and prohibited business practices.

## **Communications and Record Keeping**

The supplier must make the BSP and other relevant information available to its employees. The supplier shall maintain documentation necessary to demonstrate compliance with these BSP and must provide Belimo with access to that documentation upon Belimo's request.