



Hi3G'S CODE OF CONDUCT FOR SUPPLIERS

2019

❖ 1. Introduction

At Hi3G Denmark ApS (hereinafter “Hi3G”) we are determined to meet all our customers, suppliers and shareholders as representatives of a responsible company with high ethical standards and integrity. Our customers’, contractors’ and owners’ trust in us, together with our reputation, are among Hi3G’s most valuable assets.

Hi3G therefore requires that our suppliers read, understand and adhere to Hi3G’s Code of Conduct for Suppliers (hereinafter the “Code of Conduct”) as amended from time to time. The Code of Conduct and changes hereof will be published on www.3.dk/om3. Our suppliers must continuously make sure that they comply with the applicable version of the Code of Conduct, as amended from time to time.

The purpose of this Code of Conduct is to ensure that our suppliers operate in accordance with internationally recognized minimum standards on human rights, labour rights, the environment and anti-corruption.

This Code of Conduct sets forth Hi3G’s fundamental minimum requirements to suppliers. The minimum requirements are based on the ten principles contained in the UN Global Compact, including the Universal Declaration of Human Rights, the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work, the Rio Declaration on Environment and Development, and the United Nations Convention Against Corruption.

Hi3G’s suppliers must as a minimum comply with all applicable national laws, regulations and other applicable standards and meet the requirements in this Code of Conduct.

If there are differences between the terms of this Code of Conduct and applicable national laws, regulations or standards, the supplier must meet with the highest standards of requirements. If the said differences are detected, the supplier must immediately inform Hi3G.

❖ 2. General terms

This Code of Conduct applies to all Hi3G’s suppliers delivering goods and/or services to Hi3G.

Hi3G’s suppliers are responsible for ensuring that their directors, officers, employees, agents, representatives, business partners and/or subcontractors are informed of this Code of Conduct and comply with all the terms herein.

Hi3G expects suppliers to meet the following requirements:

❖ 3. Labour and human rights

1. Discrimination

The supplier must not discriminate on any grounds, including but not limited to race, colour, sex, religion, political or other opinion, national or social origin, sexual orientation, age, disability, health status, trade union membership, birth or other status.

2. Working conditions

The supplier must ensure that the supplier complies with local regulation and industry practice when fixing the working conditions, including but not limited to hours, leave, wages and paid holiday.

The wages shall be paid on a regular basis. The supplier must not make deductions from wages as a disciplinary measure.

The supplier must provide its workers/employees with reasonable breaks and at least one day off per week.

The supplier must provide all workers/employees with written employment agreements drafted in a language which the worker/employee understands, and which is voluntarily signed by the worker/employee.

3. Protecting workers/employees against harassment and violence

The supplier must always protect workers/employees from acts of physical, verbal, sexual or psychological harassment, abuse or threats in the workplace.

4. Freedom of association and collective bargaining

The supplier must respect the right for its workers/employees to join, establish or not to join trade unions or other associations of their own choosing, and to bargain collectively without fear of intimidation, reprisal or harassment.

If the right to establish and join trade unions is restricted by law, the supplier must take steps to ensure that the workers/employees can gather independently to discuss work-related issues.

5. Right to privacy

The supplier must respect its workers'/employees' right to privacy when the supplier gathers or stores personal data.

The supplier must always ensure that the processing of personal data takes place within the framework of the General Data Protection Regulation and the Danish Data Protection Act.

6. Right not to be subjected to slavery, servitude or forced labour

The supplier must not be associated with forced or compulsory labour in any form and/or human trafficking.

The supplier makes sure that its workers/employees are always free to resign, and the supplier takes all feasible measures to prevent that its workers/employees fall into debt bondage through company loans or otherwise.

7. No child labour

The supplier must not be associated with exploitation of children and young people.

The supplier must not engage children under the age of 15 in work. Furthermore, the supplier must not engage children under the age of 18 for work which is likely to harm their health, safety or morals, or which may hinder their education.

❖ 4. Corruption and bribery

The supplier must prohibit corruption and bribery at all times and in any form, including active and passive bribery and corruption in the private and public sphere, and is committed to uphold high standards of business integrity, honesty and transparency in all its business dealings.

Furthermore, the supplier must prohibit the use of facilitation payments.

The supplier must not offer or give gifts, gratuity or hospitality (“Business Courtesies”) to Hi3G’s employees or representatives, unless the Business Courtesies are reasonable, appropriate and of modest value. The Business Courtesies must not be offered for something in return.

❖ 5. Compliance with laws

The supplier must always comply with all applicable laws, rules and regulations, including but not limited to insider trading laws, competition laws, personal data protection and privacy laws and laws and regulations concerning intellectual property rights.

❖ 6. Workplace, health and safety

The supplier must provide its workers/employees with a safe, clean and healthy working environment and minimize the risk of accidents, injury, death and exposure to health risks in the workplace. This means, among other things, that the supplier must provide measures to prevent and deal with emergencies and accidents, and the supplier must ensure that its workers/employees receive proper training enabling them to raise safety concerns.

The supplier shall provide its workers/employees with protective equipment at no cost and ensure that its workers/employees are trained in its use. The supplier must ensure proper maintenance of the equipment and workers/employees shall without worry of retaliation be able to raise safety concerns.

❖ 7. Environmental protection

The supplier must observe and comply with local environmental law.

Furthermore, the supplier must work actively to minimize the company’s environmental impact and footprint.

❖ 8. Compliance with this Code of Conduct

Hi3G may – but is not obliged to - audit the supplier’s and in some cases subcontractors’ compliance with Hi3G’s Code of Conduct. If requested by Hi3G, the supplier must give Hi3G – or an independent third party appointed by Hi3G - access to make on-site inspections to verify compliance with Hi3G’s Code of Conduct. Hi3G and the supplier respectively must bear its own expenses and costs incurred in connection with an audit, if any.

The supplier is obliged to comply with Hi3G’s Code of Conduct which is in force at any given time at www.3.dk/om3.

In case of non-compliance with the requirements in Hi3G's Code of Conduct, the supplier is obliged to notify Hi3G by e-mail to the following e-mail-address: procurement@3.dk, and a dialogue with the supplier may be initiated, if the non-compliance is capable of remedy.

Hi3G reserves the right to terminate the business relationship with the supplier, if the supplier does not comply with Hi3G's Code of Conduct or if the supplier has given incorrect information to Hi3G. The supplier is not entitled to any compensation for such termination.

The supplier must bear all expenses incurred for complying with Hi3G's Code of Conduct.