

Oslo Produksjon og Tjenester

Supplier code of conduct

1. Background

We actively work to comply with relevant legislation and be a responsible actor for all employees of OPT and others who may be affected by our operations. This commitment to act responsibly and be a responsible actor is an attitude we expect our partners to share with us. Based on this, we have developed these ethical guidelines that address our expectations for partners. The ethical guidelines for suppliers apply to all of OPT's partners: suppliers, consultants, staffing companies, etc.

2. Applicable legislation

OPT requires all suppliers to operate within the applicable legislation in the area where they operate. We also expect our suppliers to impose the same requirements on their subcontractors and partners. If it is discovered that any of our suppliers do not act in accordance with and are unwilling to comply with these ethical guidelines, OPT will terminate the collaboration as soon as possible, in accordance with the current agreement/contract. In the event of any deficiencies in these ethical guidelines, we expect our suppliers to adhere to the most stringent applicable legislation and requirements.

3. Human Rights

OPT recognizes and respects all fundamental individual and collective human rights, and we expect our suppliers to do the same. This includes, but is not limited to, the UN Universal Declaration of Human Rights and the Guiding Principles on Business and Human Rights. Suppliers are required to take all necessary actions to assess, prevent, and address any potential human rights infringements.

4. Labor Practices

It is particularly important that international labor laws, conventions, and fundamental workplace rights are respected throughout the supply chain. This includes, but is not limited to, safe and secure working environments and fair and lawful employment practices. A safe, healthy, and secure working environment includes, but is not limited to, proper training and staffing, implementation of emergency procedures, use of protective equipment when relevant, and prevention of exposure to occupational hazards.

Fair and lawful employment practices include, but are not limited to, ensuring fair compensation in accordance with minimum wage laws and benefit requirements, compliance with working hours, freedom of association, protection against forced labor and human trafficking, and adequate procedures for employees to report work-related concerns without fear of reprisals.

We encourage our suppliers to promote diversity and inclusion in the workplace. We expect our suppliers to avoid any form of discrimination or unfair employment practices based on race, ethnicity, gender, disability, membership in trade unions, political, philosophical, or religious beliefs, and other forms of discrimination. Suppliers should also ensure a work environment free from harassment, bullying, or any other inappropriate behavior.

Regarding child labor, OPT does not tolerate the use of underage labor resources. As a general rule, all employees of suppliers should be above 18 years of age. Exceptions to this rule may be permitted under applicable law and on the condition that the supplier can guarantee that such employees perform tasks appropriate for their age under suitable working conditions. Under no circumstances should these employees be exposed to any health risks or endanger their own safety.

5. Anti-corruption/Bribery/Fraud

All suppliers must comply with applicable laws, regulations, and standards of ethical business practices. This includes, but is not limited to:

Not engaging in corruption, bribery, kickbacks, money laundering, extortion, fraud, or any other illegal or inappropriate business practices.

Suppliers should not offer/give/request/accept gifts or hospitality that are immoderate in terms of value and frequency. This is particularly important in relation to bidding or negotiation processes. OPT does not accept offers of such gifts or attempts at hospitality that are intended to influence our business decisions.

OPT will not collaborate with suppliers who violate applicable international rules for trade and export controls and requires compliance with all relevant laws and regulations regarding import, export, customs, sanctions, embargoes, boycotts, and similar measures from all our suppliers and subcontractors.

Data protection and secure handling of personal information are another important focus area. We expect all suppliers to comply with applicable privacy regulations, including the implementation of modern technology to ensure availability, integrity, and confidentiality of personal data.

Furthermore, all suppliers must ensure that they treat all information from OPT with confidentiality and in accordance with the contract between the supplier and OPT.

6. Environmental and Social impact

All business operations, especially production, should be conducted in an environmentally responsible manner and in accordance with applicable laws, regulations, and standards. We encourage our suppliers to promote solutions and business operations that increase resource efficiency and reduce the carbon footprint of their operations. This includes, but is not limited to, reducing pollution, recycling, and minimizing both hazardous and non-hazardous waste.

We encourage our suppliers to contribute to local and global social responsibility by engaging with their communities and promoting sustainable social and economic practices and development. Suppliers must make every effort to limit and avoid any negative impact on the environment and local communities resulting from their operations. This includes, but is not limited to, respecting the rights and freedoms of Indigenous peoples and other local or traditional groups in the communities where suppliers operate.

7. Reporting

We expect our suppliers to conduct self-monitoring and monitor and audit their subcontractors. If you are aware of or suspect any breaches of the expectations outlined in these guidelines, it must be reported through our complaint form. The reporting form allows the reporter to choose to remain anonymous, and all reports will be treated confidentially and deleted once the issue is resolved.

All suppliers will be required to declare that they act in accordance with our ethical requirements for suppliers. If a supplier fails to respond or has significant deviations, we will have to consider categorizing the supplier as high risk.