

OSTP SUPPLIER CODE OF CONDUCT

OSTP

OSTP's suppliers and other business partners must follow all relevant laws, international standards and this Supplier Code of Conduct.

Suppliers are responsible for ensuring that their own suppliers and sub-contractors also adhere to and understand this Code of Conduct. Assistance and training should be provided when necessary.

OSTP Supplier Code of Conduct

Compliance

The Supplier must comply with all national laws and regulations, especially those related to occupational health & safety, equality, non-discrimination, privacy, bribery & corruption, competition, environmental protection and product & food safety. If national laws are weaker than international human rights standards, the Supplier should always seek to comply with the applicable international regulation.

When requested by OSTP, the Supplier must implement a quality assurance system that meets at least the ISO 9001:2015 standard or its latest revision.

Bribery and Anti-Corruption

Bribery and corruption are prohibited in any form. This includes any promise or payment of bribes, as well as illegal payments to authorities or other parties. Involvement in money laundering, financing terrorism or other illegal activities is strictly forbidden.

Fair Competition

The Supplier must abide by all relevant competition laws and avoid illegal or restrictive business practices. Employees should report any potential conflicts of interest immediately.

Gifts and Hospitality

The Supplier must follow laws and standards regarding gifts and hospitality, ensuring any personal gifts or hospitality are modest and customary.

Human Rights

The Supplier must respect internationally recognised human rights, including those defined in the Universal Declaration of Human Rights and ILO Core Conventions. In cases where national laws are weaker than international human rights standards, the Supplier should attempt to find ways in which to comply with the applicable international regulation.

Discrimination

All employees must be treated equally, without discrimination based on gender, religion, age, ethnicity or race. Harassment, threats and oppression are not tolerated in any form.

Labour Rights

The Supplier must comply with national laws and respect all internationally declared labour rights, treating employees fairly and with respect. They must respect employees' dignity, health, safety, privacy and freedom of religion & conscience.

Working Hours and Wages

Working hours and wages must comply with national legislation and applicable collective agreements. Wage deductions as disciplinary measures are prohibited.

Health and Work Safety

The Supplier must comply with all relevant national and international safety standards and work actively to prevent workplace injuries and illnesses. Necessary safety training must be provided.

Forced Labour

Bonded or forced labour is prohibited in any form. Employees should work voluntarily and be free to leave their employment. Human trafficking is not tolerated. The Supplier must ensure that employees working with transport prevent human trafficking from occurring during the transportation of products.

Child Labour

Child labour is prohibited. Children must be protected from economic exploitation and work that could harm their education or development.

Child labour is considered to be work carried out by a child who is under 15 years of age, or under 14 years of age in those countries specified in Article 2.4 of ILO Convention 138. Hazardous work is never permitted for individuals aged 15–18.

Environment

The Supplier must comply with all national environmental laws and standards, acting in an environmentally responsible manner by handling waste appropriately and minimising waste and emissions.

Communication

The Supplier must communicate openly and honestly with OSTP, providing truthful and required information.

Confidentiality

The Supplier must maintain confidentiality regarding personnel, customers, business partners and trade secrets.

Compliance and Enforcement

The Supplier is responsible for implementing and complying with this Code of Conduct. Suspected violations must be reported to OSTP immediately. OSTP reserves the right to conduct audits and inspections to ensure compliance and has the exclusive right to require improvements by the Supplier in related matters.

If improvements are not made within the period of time established by OSTP, OSTP has the exclusive authority to terminate its contract and business with the Supplier.

Name:

Title:

Date:

Company:

Signature: