



Hela Supplier Code of Conduct

As an internationally orientated family-owned company which operates across a diverse range of market segments within the food industry, Hela is determined to act globally as an ethical and responsible company within our industry. Hela is therefore committed to acting fairly and responsibly with our customers, our employees, and our suppliers as well as towards our environment.

An important element of our Vision and Mission is our commitment to sustainable operation in the fields of environment, social responsibility, and the economy.

Reflecting our Vision and Mission, Hela has established a Supplier Code of Conduct. We have expressed our core values and minimum standards within this Supplier Code of Conduct. We invite all of our suppliers to review this code and to abide by the rules and principles contained therein.

Hela expects that our suppliers share and communicate to their employees and all other partners of the supply chain the principles set forth in this Supplier Code of Conduct.

We expect that our suppliers, their employees, and their subcontractors respect these standards at all times.

Hela reserves the right to verify that these principles are being adhered to at any time. In the case of any violation of these standards, Hela furthermore reserves the right to demand corrective measures or even the right to terminate the business relationship.

General Principles

At all times the supplier will comply with all applicable laws, contractual agreements and generally recognized standards. In Addition Hela expects all suppliers to respect the Universal Declaration of Human Rights created by the United Nations General Assembly at its third session on 10 December 1948 as Resolution 217.

Labour Standard

Child Labour:

Child labour is not - acceptable at any time.

Child labour is defined as work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development.

This includes work that:

- is mentally, physically, socially or morally dangerous and harmful to children; and interferes with their schooling by:
 - depriving them of the opportunity to attend school;
 - obliging them to leave school prematurely; or
 - requiring them to attempt to combine school attendance with excessively long and heavy work.

Non-Discrimination:

Any form of discrimination in hiring and employment practices on the grounds of race, ethnic background, colour, religion, gender, sexual orientation, age, physical or mental- disability, political opinion, national origin, or language is prohibited.

Forced Labour:

The supplier must not make use of forced, bonded, or involuntary labour. All work, including overtime work, must be voluntary and workers need to be free to leave upon reasonable notice.

Working conditions:

The supplier must ensure that all employees work in compliance with all applicable laws. This is especially true but not limited to: health and safety legislations, the number of hours and days worked; agreements regarding payment - including overtime work; the right to freely associate, organize and bargain collectively.

The use of any physical punishment or any other form of physical, mental, or sexual violence or abuse is strictly forbidden as well as the threat of any such treatment.

The contact between all parties is driven by respect.

Health and Safety at work:

All employees will be supplied with safe and healthy working conditions, environment, and equipment. The facilities must be constructed and maintained according to the applicable laws. Adequate sanitation, fire exits, and personal protective equipment is to be provided where needed including the enforcement of their use.

Environment and Sustainability:

Suppliers must meet all environmental laws and regulations in their operations.

Suppliers need to ensure that their own suppliers and subcontractors operate accordingly.

Suppliers are expected to use natural resources in an economical way and to minimize or eliminate negative impacts on the environment. Suppliers are encouraged to engage in the development of climate friendly products and processes.

Suppliers will pursue farming and agricultural practices that result in the reduction of power and water consumption, the minimal use of fertilizer, and the lessening of greenhouse gas emissions. Suppliers are expected to continuously improve their sustainability performance by implementing appropriate measures and by training employees and their supply chains.

Product Safety and Quality:

The suppliers will always comply with all applicable quality, health and food safety laws and regulations in their home countries and in the countries of the Hela plants that they supply to.

Furthermore, they will meet generally recognized or contractually agreed upon quality requirements in order to provide goods that are not adulterated and are safe for their intended use.

Business Integrity:

At all times the supplier will comply with all applicable laws, contractual agreements and generally recognized standards.

The supplier must not be engaged in any form of corrupt practices including but not limited to extortion, fraud, or bribery. The supplier must never offer any personal advantages in order to retain any benefit from a third-party nor is he allowed to accept any preferential treatment for himself.

15. October 2019