



# Expectations for Suppliers

## Sustainable procurement

### Purpose

The purpose of this document is to ensure that we act in accordance with internationally recognized standards for environmental, labor, and human rights, as well as anti-corruption and anti-money laundering. Appex adheres to these guidelines and expects the same from our suppliers and subcontractors.

### Our Corporate Responsibility

Our procurement policy dictates that Appex should conduct sustainability assessments for all acquisitions.

Appex aims to contribute to sustainable development for the environment, people, and biodiversity. To uphold our corporate responsibility and the values we stand for, we will collaborate with suppliers and service providers that align with our values, requirements, and standards. Our goal is to carry out optimal and efficient purchases considering price, product lifespan, quality, environmental impact, and local relevance, while complying with national and international laws and regulations related to human and labor rights and the environment.

Appex takes human-induced climate change seriously and has implemented various measures to ensure the quality of our environmental management system. In 2023, Appex was certified as an Environmental Lighthouse (Miljøfyrtårn). As an Environmental Lighthouse, we set environmental goals and annually publish a climate account for our operations.

We also support the UN Sustainable Development Goals and have selected Goal #11 Sustainable Cities and Communities, Goal #12 Responsible Consumption and Production, Goal #5 Gender Equality, and Goal #13 Climate Action as our focus areas. For each of these sustainability goals, Appex has developed specific commitments and sub-goals that we aim to achieve.

Through Environmental Lighthouse certification (Miljøfyrtårn) and the Transparency Act, we report on our work and procedures related to ethics, working conditions, and sustainability.





## Our Expectations for Suppliers

We expect our suppliers to continue the commitment to corporate responsibility, both for themselves and their own suppliers (hereinafter referred to as subcontractors). Our suppliers are responsible for ensuring that subcontractors meet expectations and are able to document this.

We have the following requirements:

### Environment & Climate

Our suppliers should ensure that their company's operations comply with local environmental management regulations. Larger suppliers should have an environmental policy to reduce the company's potential negative impact on the environment, such as resource consumption, waste management, hazardous substances, greenhouse gases, and other emissions.

Suppliers should conduct their business so that the goods or services delivered to Appex have high environmental quality in terms of material selection, production process, lifecycle, and potential for reuse and recycling. To ensure a good environmental management system, we encourage our suppliers to certify their business through one of the official environmental certification schemes (Environmental Lighthouse, ISO 14001, EMAS) and market environmentally labeled products to make it easier for buyers to choose an environmentally friendly option.

### Workers' Rights, Human Rights, and Health and Safety (HMS)

Our suppliers should respect the UN principles of fundamental human rights and decent working conditions in the production of goods and services, ILO conventions, and international and national laws regarding wages, working hours, and organizational rights.

Basic human rights refer to internationally recognized human rights arising from, among other things, the UN Covenant on Economic, Social, and Cultural Rights of 1966, the UN Covenant on Civil and Political Rights of 1966, and ILO core conventions on fundamental rights and principles in the workplace.

Decent working conditions mean work that safeguards fundamental human rights, health, environment, and safety in the workplace, and provides a living wage.

### Prohibition of Child Labor

Our suppliers should not use child labor. The term refers to children under 15 years of age who are below the minimum age for completing compulsory schooling or below the legal employment age in the relevant country. Employees under 18 years of age should not perform work that may be harmful or dangerous, including night shifts and overtime.

### Prohibition of Forced Labor

Our suppliers should not engage in forced labor, slavery, or other forms of involuntary labor. Mental and physical coercion, slavery, or human trafficking is prohibited.

### Prohibition of Discrimination and Harassment





Our suppliers should not discriminate against employees or others based on factors such as gender, age, ethnicity, religion, social affiliation, disabilities, sexual orientation, membership in trade unions, or political affiliation. It should be ensured that no employees are subjected to physical, mental, sexual, or verbal harassment, and that everyone is treated fairly, including striving for gender balance, diversity, and inclusion in the workforce.

## Animal Welfare

Our suppliers are committed to complying with current laws and regulations on animal welfare, and any form of animal abuse is strictly prohibited.

## HMS

Our suppliers should not expose their employees to working conditions that may harm life and health. The supplier should conduct health and safety assessments to identify significant risks in the business. All employees should receive necessary safety equipment, training, and information tailored to the risks they may face in their work. Upon request, the supplier must demonstrate that HMS and safety rounds have been conducted and approved in accordance with applicable regulations.

## Privacy

The supplier should comply with Norwegian and international rules for the storage of personal and confidential information and data handling, and meet the requirements of the GDPR. Suppliers processing personal data on behalf of Appex are obligated to sign our data processing agreement.

## Security

Suppliers should have an adequate level of security for matters that directly or indirectly affect deliveries to Appex. Suppliers should notify about events in the supplier's value chain that affect Appex.

## Economic Crime

Appex tolerates no form of corruption, bribery, embezzlement, or collusion.

## Sustainable Resource Management

Our suppliers commit to following current laws and regulations for sustainable management of water and other natural resources. Any form of unauthorized or illegal acquisition of resources is not acceptable.

## Whistleblowing

The supplier must have a whistleblowing process known to employees, where employees can submit concerns without fear of reprisals. The supplier should ensure that anonymity and confidentiality are maintained. Whistleblowers should receive necessary protection.

## Compliance

Appex is committed to being clear and transparent about our expectations for our suppliers. After the agreement is made, Appex will regularly assess how each supplier implements and complies with our expectations as part of our supplier follow-up process.





In cases where we believe the supplier is not complying with the expectations outlined in this document, we will initiate a dialogue to agree on corrective actions. If the supplier is unable to implement corrective actions, Appex may terminate the supplier relationship.

