



# SUPPLIER CODE OF CONDUCT

INTEGRITY AND ETHICAL CONDUCT

**BUILDING TRUST**



# INTRODUCTION

## Commitment to Values and Responsible Sourcing

Sika is committed to a specific set of values, inside our own global operation as well as across our entire supply chain.

Our values are reflected in the ten principles of the **United Nations Global Compact** initiative, the United Nations' **Guiding Principles on Business and Human Rights**, the International Labor Organization's **Declaration on Fundamental Principles and Rights at Work**, the global chemical industry's **Responsible Care**® program and the **Conflict Minerals Regulation**.

Our values can be summarized as follows:

- We respect universal human and workers' rights.
- We act in accordance with fundamental environmental, health and safety standards.
- We promote sustainable development and corporate responsibility.

Sika expects its suppliers to embrace the same set of values, and to enforce them in their own supply chain network. Therefore, we carefully evaluate our suppliers and approve them only after they have gone through a screening and qualification process.

This Supplier Code of Conduct defines our expectations and provides our suppliers with the guidelines regarding requirements to be met when supplying goods or services to Sika anywhere in the world.

We extend our commitment to responsible sourcing by helping suppliers improve their sustainability track record. Together, we want to ensure that we all are in line with the standards as defined in this document.

Thank you for your engagement and contribution.



Thomas Hasler  
CEO, Sika Group



Marcos Vazquez  
Head of Procurement, Sika Group

Baar, Switzerland, June 1, 2021

# INTEGRITY AND ETHICAL CONDUCT

WE ACT IN COMPLIANCE WITH THE LAW

WE DO NOT COMPROMISE ON INTEGRITY

WE APPLY HIGH ETHICAL STANDARDS  
TO OUR WORK

WE ENSURE COMPLIANCE WITH THESE  
PRINCIPLES

## COMPLIANCE WITH THIS SUPPLIER CODE OF CONDUCT IS THE RESPONSIBILITY OF ALL SUPPLIERS OF SIKA



### 1. APPLICATION

This Supplier Code of Conduct shall govern the relationship between Sika and Supplier. The term “supplier” as used in this document refers to a legal or natural person, which – as a third party and based on a contractual agreement – provides any type of raw material, good, technology, know-how or service to Sika and/or its subsidiaries.

### 2. COMPLIANCE

Supplier assures full compliance with all applicable laws and international standards. This includes the Universal Declaration of Human Rights, the core conventions of the International Labor Organization on labor standards, and all applicable local, national and international laws concerning anti-corruption, fair competition, non-proliferation and export controls, sanctions and embargos, environment-health-safety protection, permits and licenses to operate, as well as secrecy and privacy protection.

### 3. NO BRIBERY, CORRUPTION AND MONEY-LAUNDERING

Supplier assures zero tolerance for any form of bribery, corruption, or money laundering. This means that Supplier does not engage in offering or accepting any kind of incentive, kickback, gratuity, gift or other unlawful favor with the intention to receive favorable treatment by Sika or obtain/retain Sika business. In addition, Supplier has internal rules in place prohibiting bribery and corruption and provides regular training to its staff to assure compliance.

### 4. NO ANTI-COMPETITIVE BUSINESS PRACTICES

Supplier assures full compliance with applicable competition laws. This means, Supplier does not engage with its competitors in price fixing, bid rigging, customer/market collusion, exchange of pricing information or the like.

## 5. RESPECT FOR HUMAN, WORKERS', AND CONSUMERS' RIGHTS

Supplier complies with fundamental human, workers', and consumers' rights. All employees must be treated with respect and dignity and shall not be verbally or physically harassed, abused, threatened, or intimidated.

Supplier will not engage in any practice nor tolerate any circumstance that puts the life or health of workers or consumers at risk. All applicable health and safety standards must be fully met.

Supplier shall implement suitable internal guidelines and assure adequate training to concerned staff.

## 6. NO MODERN SLAVERY, HUMAN TRAFFICKING, CHILD OR FORCED LABOR

Supplier enforces the prohibition of all forms of child<sup>1</sup> or forced labor (including modern slavery and human trafficking), in accordance with relevant international conventions. Where local laws are stricter, they take precedence. Supplier assures implementation of the prohibition of modern slavery, human trafficking, child and forced labor in its own supply chain network.

## 7. EQUALITY, DIVERSITY, INCLUSION

Supplier does not discriminate<sup>2</sup> against any specific group of its work force, promotes diversity and inclusion among its work force, and is required to document its efforts to achieve such goals.

<sup>1</sup> The term "child" refers to any person under the age of 15, or under the age of completing compulsory schooling (whichever is higher).

<sup>2</sup> "Discrimination" is the act and result of treating people unequally by imposing unequal burdens or denying benefits rather than treating each person fairly on the basis of individual merit.

## 8. FREEDOM OF ASSOCIATION, COLLECTIVE BARGAINING

Supplier grants its employees the freedom to associate and the right to bargaining collectively, to the extent permitted under applicable local law.

## 9. FAIR WAGES AND WORKING HOURS

Supplier complies with all applicable wage and working hours regulations.



## 10. PROTECTION OF ENVIRONMENT AND HEALTH, COMMITMENT TO SUSTAINABLE DEVELOPMENT

Supplier implements all applicable environmental, health, safety and transportation standards. It maintains a recognized management system identical or similar to ISO 14000 ff. and ISO 45001, ensuring a continuous monitoring and improvement of its operational impacts on environment, health and safety. If appropriate, it further implements adequate management systems to guarantee the safe and environmentally sound development, manufacturing, transport, and use of its products, as well as full compliance with all applicable regulations concerning dangerous goods and hazardous substances.

Accordingly, Supplier ensures the safe management of waste, air emissions and wastewater discharges along its own supply chain. It strives for increased resource efficiency, by means of energy-efficient and environmentally friendly technologies to reduce the use of finite resources, energy consumption, waste, wastewater, pollution, emissions of greenhouse gases, and any other negative impact on biodiversity, the environment, health or safety.

Supplier provides Sika with all required product safety and labelling documentation and makes sure that the goods delivered to Sika do not contain substances that are carcinogenic, mutagenic, or toxic to reproduction under the Global Harmonized System of Classification and Labelling of Chemicals (GHS CMR Category 1A/1B substances).

Supplier regularly assesses potential emergencies and is prepared to implement contingency plans in case of business interruption.

## 11. CONFIDENTIALITY, DATA PROTECTION, INTELLECTUAL PROPERTY

To the extent required by applicable national laws and its contract(s) with Sika, Supplier must maintain confidentiality regarding all confidential and business sensitive information it exchanges with Sika. In its sphere of influence, it shall protect personal information it received from Sika as well as Sika's intellectual property rights with adequate measures.

## 12. NON-PROLIFERATION, EXPORT CONTROLS, SANCTIONS, HAZARDOUS MATERIALS

Supplier must have measures in place to assure compliance with applicable non-proliferation, export control, sanctions and hazardous materials regulations.

## 13. NO CONFLICT OF INTERESTS

Supplier must be free of any conflict of interests<sup>3</sup> when fulfilling its contractual obligations vis-à-vis Sika. In case of an actual or potential conflict of interests, please immediately contact [compliance@ch.sika.com](mailto:compliance@ch.sika.com).

## 14. SUPPLY CHAIN IMPLEMENTATION AND MONITORING

Supplier must implement above-listed principles in its own supply chain and is expected to document its efforts to achieve such goals.

## 15. TRANSPARENCY AND SPEAK-UP CULTURE

Supplier must inform Sika immediately about observed violations of above-listed principles, by Supplier's or Sika's staff. In either case, please report to [compliance@ch.sika.com](mailto:compliance@ch.sika.com).

<sup>3</sup> A "conflict of interests" may result from pursuing goals that are not aligned or clash with each other, for instance if a Sika employee or his/her close relative also owns a supplier company.

## 16. ASSESSMENT AND FOLLOW-UP

This Supplier Code of Conduct represents an integral part of the contractual agreement between Sika and Supplier, unless Sika and Supplier – in a separate Declaration of Recognition (see Annex) signed by Sika – agree that Supplier’s own Code of Conduct or similar internal guidelines adequately satisfy all above-mentioned principles and their implementation and thus may be applied in lieu of Sika’s Supplier Code of Conduct.

Supplier grants Sika the right to assess, by means of targeted questionnaires or third-party audits, compliance with certain or all of the above-listed principles.

Sika at any point shall have the right to propose corrective actions to Supplier. If Supplier is found not to have met above-listed requirements, Sika may terminate its contract(s) with Supplier.



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