

## **Code of Conduct for Suppliers of the Mondi Group**

At Mondi, corporate social responsibility and compliance are integral constituents of the corporate and management culture. Therefore the following requirements shall apply to all suppliers of the Mondi Group.

### **Laws and regulations**

The supplier is obliged to comply with the applicable laws and regulations of those countries where they conduct business.

### **Corruption and bribery**

Every form of corruption or bribery is forbidden, this is valid for active as well as passive bribery. No employee may offer, give or receive any gift or payment which is, or may be construed as being, a bribe. Any demand for, or offer of, a bribe must be rejected immediately and reported to management.

### **Forced labour**

Forced labour of any form is forbidden. This shall also include bonded labour.

### **Child labour**

Child labour of any form is forbidden. Unless local law stipulates a higher age limit, no person younger than the age for completing compulsory education or younger than 15 (except as provided for by ILO convention No. 138) shall be employed. Workers under the age of 18 shall not perform hazardous work and may be restricted from night work with consideration given to educational needs.

### **Harassment**

The personal dignity, privacy and personal rights of every individual have to be respected. Employees shall not be subject to corporal punishment or to physical, sexual, psychological or verbal harassment or abuse.

### **Compensation**

Wages, including overtime and benefits, in the suppliers companies shall equal or exceed the level required by applicable laws and regulations.

### **Hours of work**

Unless national regulations require less maximum hours of work and except under extraordinary business circumstances, employees of the supplier shall not, on a regularly scheduled basis, be required to work a standard work week of more than 48 hours per week or a total work week of more than 60 hours (including overtime). Employees shall be provided at least one day off in every seven-day period, except in extraordinary business circumstances.

### **Non-discrimination**

All employees of the supplier, regardless of the colour of their skin, race, nationality, social background, possible disability, sexual orientation, political or religious conviction as well as their gender or age, shall be treated strictly according to their abilities and qualifications in any employment decision, including but not limited to hiring, advancement, compensation, benefits, training, layoffs and termination.

**Health and safety**

The supplier is obliged to provide a safe and healthy working environment to prevent accidents and injury and, when applicable, provide safe and healthy residential facilities, with applicable local law as a minimum.

A job safety management system according to OHSAS 18001 or any equal system has to be implemented.

**Freedom of Association and Collective bargaining**

The supplier is obliged to respect the legal right of employees to freedom of association and collective bargaining.

**Environment**

The supplier will comply with environmental regulations and standards applicable to their operations, and will observe environmentally conscious practices in all locations where they operate.

Environmental pollution shall be minimized and environmental protection shall be improved continuously.

An environmental management system according to ISO 14001 or any equal system has to be implemented.

**Supply Chain**

The supplier shall oblige all his sub-suppliers to recognize and respect the requirements of this Code of Conduct.