

Supplier Code of Conduct We speak the same Code





## **Table of contents**

<b>4</b> -5	Introduction
6	We speak the same Code
7	Human rights and decent work
8	Health and safety
9	Climate and environment
10	Material compliance and responsible minerals
11	Business ethics
12	Business and information security
13	Procurement by suppliers
14	Documentation, inspections, reporting and corrective actions
15	Reporting concerns and access to remedy
<b>16</b> -17	Glossary
18	References

# Introduction to the ABB Supplier Code of Conduct

#### Dear valued supplier,

I am pleased and proud to present ABB's Supplier Code of Conduct, which has been updated to reflect the fast-changing world in which we are operating as well as our 2030 sustainability framework.

As a supplier to ABB, you are an important partner in realizing our company purpose – to enable a more sustainable and resource-efficient future with our technology leadership in electrification and automation – as well as our 2030 sustainability goals.

Our sustainability goals cover our entire value chain and are focused on enabling a low-carbon future, preserving resources and promoting social progress, including respect for human rights and fair labor standards. Underpinning these goals is our commitment to creating a culture of integrity and transparency along the extended value chain.

Our Supplier Code of Conduct is based on relevant international frameworks, standards and legislation governing ethical and sustainable business practices. It complements our comprehensive and binding ABB Code of Conduct, which guides our employees to do the right thing and upholds our commitments to ethical behavior and human rights. All ABB employees, partners and suppliers are expected to be accountable for their actions, to collaborate to promote an ethical culture, and report promptly any potential violations.

We require our suppliers, contractors and other representatives to follow ABB's Supplier Code of Conduct or apply a similar set of sustainability policies and procedures. For that reason, our Supplier Code of Conduct is included in our procurement terms and conditions.

Thank you for choosing to work with ABB and for your valuable contribution to our business and to serving our customers. We look forward to even closer collaboration as we work together to enable a sustainable, resource-efficient future.

Best regards,

Björn Rosengren ABB CEO





#### We speak the same Code

At ABB, we only work with suppliers that share our commitment to integrity, sustainability and human rights and have agreed to meet the requirements set out in this Supplier Code of Conduct.

ABB's purpose is to enable a more sustainable and resource-efficient future with our technology leadership in electrification and automation. In keeping with our purpose, ABB is committed to maintaining the highest standards of integrity and transparency, and complying with all applicable laws and regulations across its global business operations. Given that the conduct of ABB's suppliers can have a substantial impact on both ABB and its stakeholders, we require all suppliers to adhere to similar legal standards and values as ABB.

"Suppliers" refers to third parties, including individual contractors, that ABB engages to purchase goods and/or services and/or works. The Supplier Code of Conduct does not apply to end-use customers.

As an ABB supplier, you comply with all applicable laws and regulations wherever you operate, observe the principles reflected in ABB's Code of Conduct and meet the requirements set out in this ABB Supplier Code of Conduct, as well as your contractual obligations to ABB(1). For more specific guidance, including information on hazardous substances and responsible minerals(2) and where to go with questions, please visit ABB's supplier and integrity portals.

At ABB, we support the principles contained within the UN Guiding Principles on Business and Human Rights (UNGPs), the OECD Guidelines for Multinational Enterprises, and the ten principles of the United Nations Global Compact (UNGC) on Human Rights, Labor, Environment and Anti-Corruption, as well as applicable laws and principles in the areas of human rights and decent work. This Supplier Code of Conduct is based on, among other international standards: the International Bill of Human Rights, the UNGPs, the International Labour Organization's (ILO) Declaration on Fundamental Principles and Rights at Work, the United Nations Global Compact (UNGC), the Rio Declaration on Environment and Development, the UN Convention Against Corruption, the Convention on Biological Diversity, the **UN Framework Convention on Climate Change** (UNFCCC), the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal, the Stockholm Convention on Persistent Organic Pollutants (POPs), and the Minamata Convention on Mercury.

#### **Human rights and decent work**

We are building safe, fair, equitable and inclusive working environments where our people can succeed and develop.

We require our suppliers to respect the same international human rights principles and standards as ABB. You shall respect the personal dignity, privacy and rights of each individual and refrain from making anyone work against his or her will. You will also prohibit behaviors, practices and threats that are intended to cause or are likely to result in physical, psychological, sexual or economic harm, including gender-based violence and harassment. In particular, you will:

- Refrain from discrimination, harassment and retaliation based on gender, age, ethnicity, nationality, religion, disability, union membership, political affiliation, sexual orientation or other characteristics protected under local law and ensure equal and fair treatment of all workers;
- Ensure that pregnant or nursing workers only undertake appropriate tasks, are exempt from nightshifts or overtime work, and are not exposed to hazards;
- Respect the rights of workers to freely associate and bargain collectively and not disadvantage workers or their representatives so they can openly communicate with management regarding working conditions and management practices without fear of reprisal or discrimination;
- Not hire individuals under 15 years of age, or 14 years of age where local law allows, consistent with ILO Convention number 138, or under the legal minimum age for employment in the country, whichever is greatest;
- Ensure that any young workers (under the age of 18) in your employ are protected from performing any work that may harm their physical or mental development, interfere with their education, or compromise their potential or dignity;
- Conduct human rights due diligence to identify, assess, eliminate or mitigate the risks of potential adverse effects related to forced and/or child labor in your supply chain. Adopt a traceability system that records information on

- product origins, suppliers and processing steps regarding forced labor and child labor. Develop a risk management plan to monitor and identify risks in the supply chain relating to forced labor and child labor;
- Not use any form of modern slavery and/ or forced labor<sup>(3)</sup> and allow all workers the freedom to leave their employment upon reasonable notice;
- Unless stipulated by applicable law, not require workers to surrender their original personal certificates and identifications, such as government-issued identification, passports or work permits, as a condition of employment;
- Ensure that workers are not required by you or your labor agent or agency to pay any recruitment fees or other similar fees to employers or their agents to obtain their employment. If such fees are found to have been paid by the worker, the worker shall be reimbursed in full;
- Compensate workers fairly and in a timely manner. Follow local wage and overtime payment regulations and / or collective agreements. Where these do not exist, compensate employees so at the minimum they can meet their basic needs;
- Ensure that working hours, including overtime, do not exceed applicable legal requirements and that overtime is voluntary and not requested on a regular basis. Where legal requirements do not exist, we recommend following ILO Convention 1;
- Ensure that employees are allowed at least one uninterrupted day off per week, a rest period of at least 24 hours every seven days;
- Respect the rights of local communities and other vulnerable and disadvantaged groups;
- Respect indigenous peoples, including their cultures and heritage, and avoid land acquisitions that infringe on their rights.

We encourage you to promote diversity and inclusion within your workforce.

and/or forced labor, including but not limited to involuntary prison labor, victims of slavery and human trafficking.

(3) Modern slavery

<sup>(1)</sup> The terms and conditions of this Supplier Code are not intended to conflict with or modify the terms and conditions of any contract, purchase order or other applicable agreement. In the event of a conflict, applicable law or regulation shall take precedence, followed by the terms and conditions of any applicable agreement, followed by the terms of this Code.

<sup>(2) &</sup>quot;Responsible minerals" include the minerals known as "conflict minerals" (tin, tantalum, tungsten and gold, also known as 3TG) as well as other minerals of concern, including but not limited to aluminum, cobalt, copper, lithium, mica, and zinc.





### Health and safety

The health, safety and wellbeing of our workers is our highest priority.

We require our suppliers to follow the same high standards for health and safety as we do. You shall provide a safe and healthy workplace for all of your workers, including temporary labor, contractors and others who may be affected by your activities. In particular, you will:

- Establish appropriate organizational structures and procedures for the effective management of health and safety risks and impacts in accordance with applicable legislation;
- Implement effective control measures and set objectives and targets to mitigate risks and reduce such impacts;
- Ensure that all workers are sufficiently aware of these risks and appropriately trained on these control and impact reduction measures;

- Identify and assess potentially hazardous conditions in the workplace, local neighborhood and company-provided living quarters. Minimize potential impact by implementing appropriate fire protection, effective emergency plans, regular drills and response procedures;
- Track and document relevant health and safety performance data and statistics related to your continuous improvement programs, including but not limited to accidents, incidents, lost-time injuries, near misses and occupational illnesses;
- Collaborate with ABB to achieve any requested targets related to health and safety and provide data related to these topics upon request.



#### **Climate and environment**

We are continuously striving to reduce the environmental impacts of our activities as well as our products and services throughout the life cycle.

We require our suppliers to share our commitment to mitigate climate change, protect the environment and biodiversity, and preserve resources. We have set science-based targets in line with limiting global warming to 1.5 °C and require that you collaborate with ABB to achieve this objective. You shall conduct your business in a low-carbon, environmentally sustainable and resource-efficient way and ensure that the goods and services provided to ABB comply with requirements covered under the scope of all relevant regulations and conventions. In particular, you will:

- Conduct ongoing environmental due diligence to identify, assess and evaluate potential risks to prevent, mitigate and reduce negative impacts on the climate, biodiversity and natural resources;
- Establish appropriate organizational structures and procedures for the effective management of climate and environmental risks and impacts in accordance with applicable science, regulations and standards. Climate and environmental impacts include but are not limited to air pollution, climate change, pollution and degradation of land, marine and freshwater ecosystems, deforestation and biodiversity loss;
- Implement effective control measures and set ambitious objectives and targets to mitigate risks and reduce such impacts, supported by actions such as transitioning to renewable energy, energy efficiency measures, responsible management and conservation of natural resources, elimination and responsible disposal of waste, and circularity measures;
- Ensure that all workers are sufficiently aware of these risks and impacts and appropriately trained on the implementation of control and impact reduction measures;

- Track and document relevant data and statistics related to your continuous improvement programs, including but not limited to energy transition, energy use, all relevant direct and indirect greenhouse gas (GHG) emissions, water consumption, fauna and flora protection and restoration, use of chemicals with potential impact on human health and the environment, sustainable material content, waste generation and treatment, material recycling and beneficial material reuse options;
- Collaborate with ABB to achieve any requested targets related to climate and environmental impacts and provide data related to these topics upon request;
- Provide Environmental Product Declarations and life-cycle assessments when requested.

We encourage suppliers to initiate solutions and innovations that support the transition to a low-carbon, circular economy and low-carbon, low-environmental-impact circular product solutions.





# Material compliance and responsible minerals

We are committed to sourcing minerals responsibly and minimizing negative impacts on the environment and human health caused by hazardous substances.

At ABB, we are determined to comply with regulatory and customer requirements regarding the prohibition and restriction of substances, including hazardous substances and responsible sourcing of minerals. Therefore, suppliers shall ensure that goods provided to ABB comply with requirements covered under the scope of all relevant regulations and conventions. In particular, you will:

- Comply with the "ABB List of Prohibited and Restricted Substances" and, where requested, declare any substances contained in the goods supplied to ABB;
- Provide, where requested, full material disclosure or equivalent of materials and substances used in a product that may be regulated in the country of origin or its destination, in accordance with applicable legislation;
- Exercise due diligence to investigate the source of any conflict minerals (tin, tantalum, tungsten,

- and gold, collectively referred to as "3TG") and any other minerals requested in the scope of your supply to ABB;
- Respond in a timely manner to ABB's requests for evidence of your compliance with the above requirements.

We recommend that you exercise due diligence on other minerals of interest in the scope of your supply to ABB, including but not limited to aluminum, cobalt, copper, lithium, mica and zinc. Be prepared to identify the sources of these minerals.

It is expected that you will comply with all regulations and laws regarding mandatory human rights due diligence and responsible minerals and material compliance, including tracking and preparing for upcoming regulations and laws.



#### **Business ethics**

We do not tolerate any form of bribery or corruption and only enter into business relationships with third parties that share our ethical standards.

You shall conduct your business in an ethical manner. In particular, you will:

- Not commit or become involved in, and seek to prevent, any form of bribery, corruption, fraud, theft, money laundering, unlawful tax evasion or any other violation of applicable laws;
- Ensure that no payments (including facilitation payments), gifts or any other commitments are made to ABB customers or employees, public officials or any other party in order to obtain or retain business, secure an improper advantage or influence someone to improperly perform their duties;
- Adhere to antitrust and other competition laws and have in place effective processes and procedures to prevent anti-competitive behavior, and conduct your business in line with fair competition;
- Disclose to ABB information regarding any actual, potential or perceived conflicts of interest relating to your activities as an ABB supplier, including disclosure of any financial interest that an ABB employee, customer or their relatives or other proxy may hold in your business;
- Respect the intellectual property rights of ABB and others, making sure no counterfeit products enter the supply chain. Secure and protect all confidential information provided by ABB and our respective business partners;
- Comply with all applicable international trade and export control regulations and, in particular, properly classify and obtain all applicable approvals, licenses and certificates prior to export or transfer of products, technology or software.







### **Business and information security**

We use our assets responsibly and only for legitimate business purposes that are consistent with ABB's interests and rights and in accordance with our rules and governance.

You shall conduct your business in a secure manner, taking care of the safety and security of people as well as physical assets and information or data assets. In particular, you will:

- Implement reasonable measures for minimizing exposure of ABB to security threats such as terrorism, crime, pandemics and natural disasters;
- Ensure that security personnel on your premises, whether or not they are employed by you, respect the human rights of the individuals they encounter while on duty and do not use torture, excessive force, inhumane or degrading treatment, cause injury or impair the right to organize and the freedom of association;
- When visiting or working at ABB locations, follow ABB's security procedures and report

- any security concerns through the appropriate ABB channels;
- Implement and maintain appropriate physical, technical and organizational measures to protect ABB information and assets from destruction or unauthorized disclosure;
- Adhere to applicable information security and cyber-security regulations and standards, and immediately report to us any suspected or actual incidents that may impact ABB information or systems;
- Observe all applicable data-privacy regulations and laws on the collection, processing and transfer of personal data and cooperate in good faith with ABB to ensure compliance with the aforementioned requirements.



### **Procurement by suppliers**

We are committed to a transparent and competitive sourcing process and to dealing fairly and responsibly with our suppliers.

You shall procure goods and services in a responsible manner. In particular, you will:

- Require your suppliers (including but not limited to labor agents or agencies, material suppliers and subcontractors) to respect standards consistent with the ABB Supplier Code of Conduct and include these requirements in agreements with your suppliers;
- Effectively communicate these principles along your supply chain and implement a process to verify supplier performance;
- Inform ABB immediately if you suspect a violation of these principles has taken place in your supply chain and work with your suppliers to mitigate and prevent further violations and remediate negative events that have occurred in the past;
- When working at ABB locations, only subcontract work with prior consent from ABB.

We expect you to create a comprehensive overview of your supply chain, also known as supply chain mapping, so you can quickly identify and mitigate risks in terms of all topics covered in this Supplier Code of Conduct.

We encourage you to include diversity in your supplier base.

ABB reserves the right to conduct audits together with you at your sub-supplier (ABB tier 2) sites.







## Documentation, inspections, reporting and corrective actions

We comply with all regulations and laws on reporting or disclosure of human rights and environmental due diligence and take appropriate actions in a timely manner to address non-compliances or implement improvements.

To ensure and demonstrate compliance with the ABB Supplier Code of Conduct, you will:

- Comply with all regulations and laws regarding public reporting or disclosure on human rights and environmental due diligence, including laws requiring public disclosures on due diligence on conflict minerals, modern slavery and child labor across the supplier's value chain;
- Create and maintain relevant documentation and provide supporting documentation to ABB upon request;
- Report to ABB without undue delay in writing any identified risks to and violations of the principles outlined in this Supplier Code of Conduct and take appropriate corrective actions to prevent, end or mitigate the risk or violation.

To verify your compliance, we reserve the right to audit and inspect your operations and facilities and interview workers at your site, upon reasonable notice, with your consent. Such consent shall not be unreasonably withheld. If the results of such an audit or inspection show that you do not comply with this ABB Supplier Code of Conduct, you shall take necessary corrective actions in a timely manner as directed by us.

If you fail to comply with this ABB Supplier Code of Conduct, or fail to take necessary corrective actions to remedy violations of the ABB Supplier Code of Conduct within a reasonable timeframe, ABB reserves the right to take action against you, including suspending or terminating your activities as one of our suppliers.



# Reporting concerns and access to remedy

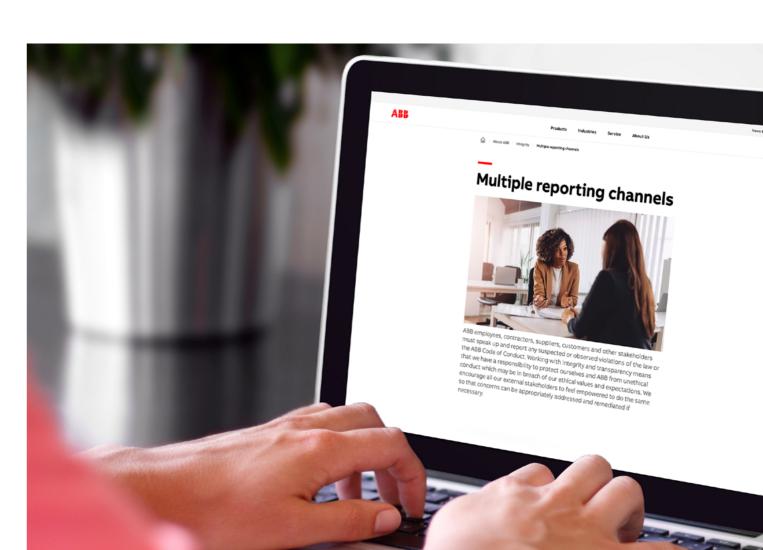
We strive to maintain a culture in which employees and contractors feel free to raise concerns in good faith about potential violations of the Code of Conduct or the law without fear of retaliation or other adverse consequences.

In the context of our business relationship, if you, your employees or your suppliers believe that the terms of this ABB Supplier Code of Conduct are not adhered to, or that ABB is not acting in accordance with its own ABB Code of Conduct, we expect and require you and your employees to raise your concerns via ABB stakeholder reporting channels.

You must provide reasonable assistance to any investigation by ABB of any potential violation

and you must protect anyone who works for you, either as an employee or a contractor, from any form of retaliation for reporting suspected or actual violations.

You are expected to cascade information on adhering to the ABB Supplier Code of Conduct and the use of ABB reporting channels as appropriate within your organization and to your suppliers. Visit ABB's integrity portal to learn more about these reporting channels.



### **Glossary**

This glossary explains important terms used in the ABB Supplier Code of Conduct and implementation guide. It is based on universally accepted definitions, which have been edited for clarity and ease of understanding.

Child labor is often defined as work that deprives children of their childhood, their potential or their dignity. It refers to work that is mentally, physically, socially or morally dangerous and harmful to children and/or interferes with their schooling. Child labor also refers to employment of children who are underage or who do excessively long and heavy or hazardous work as determined by the laws of a state.

Conflict minerals currently include the metals tantalum, tin and tungsten, which are derivatives of the minerals columbite-tantalite, cassiterite and wolframite respectively, and gold. They are often referred to as "3TG". The term "conflict minerals" reflects armed conflicts for control of these resources, particularly in the eastern part of the Democratic Republic of the Congo and neighboring countries.

Debt bondage, also known as debt slavery or bonded labor, exists when laborers (sometimes with their families) are forced to work for an employer in order to pay off debts that may in some cases have been inherited. Workers may be in debt bondage even if they receive wages or other compensation.

**Employees** include any staff or personnel engaged or employed by a supplier, including temporary labor engaged via labor agents or agencies.

Environmental Product Declarations (EPDs) are defined by the ISO 14025 standard as Type III declarations that "present quantified environmental information on the life cycle of a product to enable comparisons between products fulfilling the same function." More information about EPDs is available on the International Organization for Standardization website.

Full material disclosure (FMD) refers to a comprehensive list of substances within a particular product or material, also known as a Full Material Declaration. An FMD helps to determine product compliance against environmental regulations and directives such as the EU RoHS, EU REACH, California Proposition 65, the US Toxic Substances Control Act (TSCA), etc.

Facilitation payments are payments made to a public official to facilitate or expedite the performance of routine governmental action (e.g., processing papers, issuing permits) that the person or company making the payment is legally entitled to receive.

Forced labor (or compulsory labor) refers to situations in which persons are compelled to work against their will through the use of violence or intimidation, debt bondage (see above), retention of identity papers, excessive overtime or threats to report them to immigration authorities.

Greenhouse gases (GHGs) have a warming effect on the earth by trapping heat in the atmosphere. The Greenhouse Gas Protocol, which sets global standards to measure and manage GHG emissions, covers seven GHGs, including carbon dioxide ( $CO_2$ ), methane ( $CH_4$ ) and nitrous oxide ( $N_2O$ ), as well as gases used in industry, including hydro-fluorocarbons (HFCs), perfluorocarbons (PCFs), sulfur hexafluoride ( $SF_6$ ) and nitrogen trifluoride ( $SF_3$ ).

Grievance mechanisms are formal, legal or non-legal (or "judicial/non-judicial") complaint processes that can be used by individuals, workers, communities and/or civil society organizations that are negatively affected by certain business activities and operations.

Hazardous substances have the potential to cause harm to humans, animals or the environment. The United Nations' Globally Harmonized System of Classification and Labelling of Chemicals (GHS) classifies chemicals according to three types of hazard: physical/chemical (e.g., explosives, flammable gases), health (e.g., acute



toxicity, skin corrosion/irritation) and environmental (e.g., aquatic environment hazards, ozone layer damage).

Human rights refer to the basic rights and freedoms that belong to every person in the world, simply because they are human beings. They define the minimum standards necessary for people to live with dignity, freedom, equality, justice and peace. They are inherent to everyone, irrespective of race, gender, language, religion, political or other opinion, national or social origin, property, birth or status. The Universal Declaration of Human Rights, adopted by the United Nations General Assembly in 1948, establishes the fundamental rights and freedoms of all human beings.

Human trafficking refers to the recruitment, transportation, transfer, harboring or receipt of people through force, fraud or deception, with the aim of exploiting them for profit.

Life cycle analysis (LCA) measures the environmental impact of a product through its life cycle from cradle to grave, including raw material acquisition, production, use, end-of-life treatment, recycling and final disposal.

Modern slavery is an umbrella term covering practices such as forced labor, debt bondage, child labor, forced marriage, involuntary prison labor, victims of slavery and human trafficking.

Responsible minerals sourcing is the practice of procuring raw minerals in a way that respects human rights, protects human and environmental health, and combats forced labor, child labor, and human trafficking and slavery. It covers conflict minerals (see above) as well as other minerals

of concern, such as aluminum, cobalt, copper, lithium, mica and zinc.

Science-based targets are greenhouse gas reduction targets, set by companies, that are in line with what the latest climate science deems necessary to meet the goals of the Paris Agreement, which aims to limit "the increase in the average global temperature to well below 2 °C above pre-industrial levels" and "pursue efforts to limit the temperature increase to 1.5 °C." More information is available from the Science Based Targets initiative.

**Suppliers** refers to a third parties, including an individual contractors, that ABB engages to purchase goods and/or services and/or works.

Sustainability, or sustainable development, is an integrated approach that seeks to meet the needs of people in the present without compromising the ability of future generations to meet their needs. All of the topics in the ABB Supplier Code of Conduct fall under the umbrella of sustainability, including human rights, integrity and protection of the environment.

**Tier 1 suppliers** (or direct suppliers) are those with which a company does business directly, including parts manufacturers, service providers or staffing agencies.

**Tier 2 suppliers** (or indirect suppliers) are those that supply a company's tier 1 suppliers.

Vulnerable groups are those that experience political, social or economic marginalization on the grounds of age, disability, ethnicity, gender, nationality, religion, sexual orientation or other characteristics.

#### References

#### **External sources**

Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposalt

Classification of hazardous substances: Classification of hazardous substances

Conflict minerals:

Responsible Minerals Initiative

**Convention on Biological Diversity** 

**Greenhouse Gas Protocol** 

International Bill of Human Rights

<u>International Labour Organization's (ILO) Declaration on</u> <u>Fundamental Principles and Rights at Work</u>

ISO 14025:2006, Environmental labels and declarations

Minamata Convention on Mercury

OECD Guidelines for Multinational Enterprises

OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas

Rio Declaration on Environment and Development (pdf)

Science Based Targets initiative

Stockholm Convention on Persistent Organic Pollutants

**United Nations Convention Against Corruption** 

<u>United Nations Framework Convention on Climate ChangeC</u>

**United Nations Global Compact** 

<u>United Nations Guiding Principles on Business and</u> <u>Human Rights</u>

United Nations Universal Declaration of Human Rights

#### **ABB-specific sources**

**ABB Reporting Channels** 

ABB Code of Conduct

**ABB Human Rights Policy** 

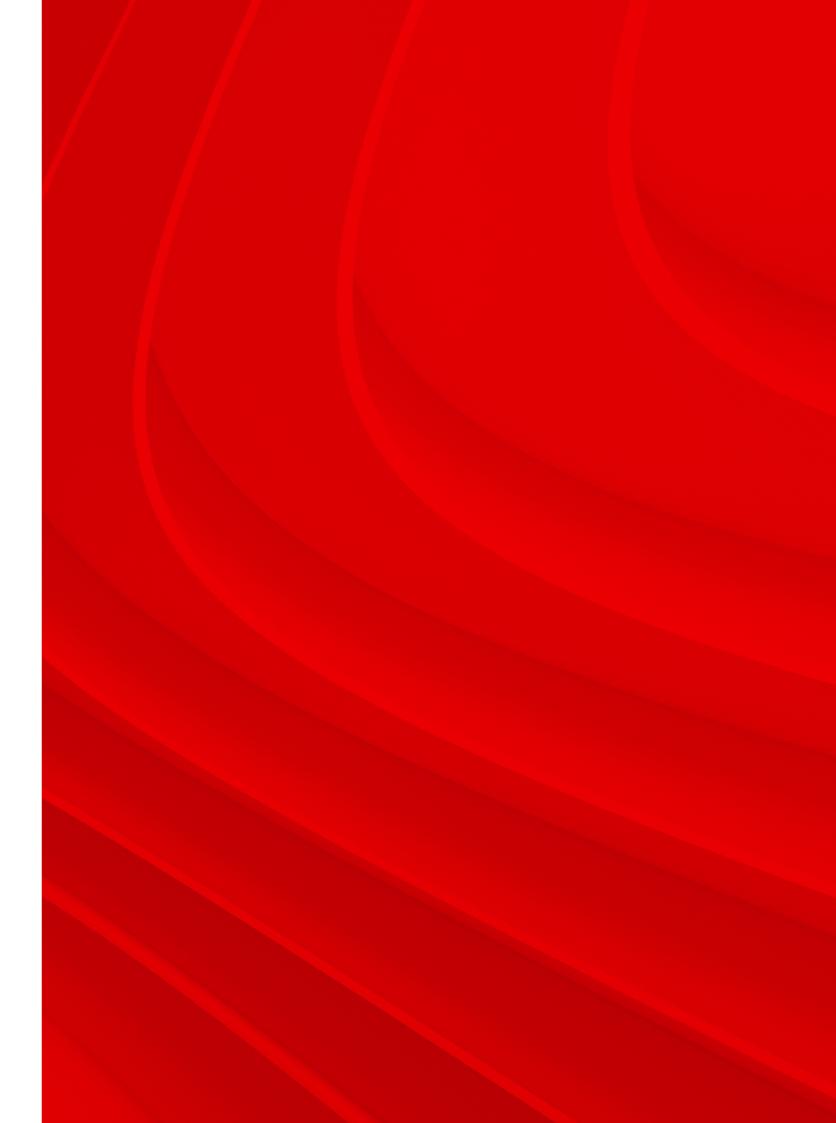
**ABB Supplier Code of Conduct** 

#### Conflict/Responsible Minerals:

- ABB Policy on Conflict Minerals 2023.pdf
- Responsible Minerals Sourcing
- Supplier Training on Conflict Minerals

#### **Prohibited and Restricted Substances:**

- ABB List of Prohibited and Restricted Substances
- Guide for Suppliers to the ABB List of Prohibited and Restricted Substances





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