

## **ALBA PLASTIK**

# CODE OF CONDUCT FOR RAW MATERIALS SUPPLIER

2019

English Version



#### INTRODUCTION

Responsible sourcing of raw materials is core in Alba Plastik business model.

Alba Plastik requires all external suppliers and their subcontractors to comply with this Code. The Code applies to all actors in the supply chain back to the origin of the raw material. The Code may include higher standards than required by national law. Should any requirement in the Code violate applicable law, the law takes precedence.

Through implementation of these commitments, Alba Plastik puts its policy in action and aims to mitigate unacceptable social and environmental impacts in its supply chains, and to foster positive impacts of procurement and improved livelihoods in communities.

#### **COMPLIANCE AND VERIFICATION**

Suppliers must maintain documentation necessary to demonstrate compliance with the requirements of this Code. The documentation must be made available to Alba Plastik on written request. Alba Plastik will conduct on-site assessments of our suppliers and their supply chain including with external third-party assessors.

Should a supplier fail to comply with the requirements of the Code, Alba Plastik will through dialogue and cooperation try to solve the situation or as a last resort terminate the relationship.

Akın LEVENT

Genel Müdür / Genera) Manager



## CODE OF CONDUCT FOR RAW MATERIALS SUPPLIERS

## LEGAL COMPLIANCE:

Suppliers shall operate in compliance with applicable national and local legal requirements

## **FAIR COMPETITION:**

Suppliers shall comply strictly with all competition law

#### **HUMAN RIGHTS:**

Suppliers shall support and respect the protection of internationally proclaimed human rights and ensure that they are not complicit in human rights abuse.

## FORCED LABOUR:

Suppliers shall not accept any form of forced labour such as bonded labour, prison labour, slavery, human trafficking or retention of important personal documents of employees.

#### CHILD LABOUR AND YOUNG WORKERS:

Suppliers shall not accept the employment of children. The minimum age of employment shall not be less than the age of completion of compulsory schooling and in any case not less than 15 years (14 years in some developing countries).

Where national law permits it, children between the age of 12 and 15 may perform a few hours of light work per day. The work must not interfere with children's education.

For young workers below the age of 18, special precautions shall be taken to protect them against accidents and damage to their health.

## DISCRIMINATION:

Suppliers shall not engage in or support any form of discrimination such as discriminating practices for employment, benefits, promotions or training. Employee related decisions shall be based on relevant and objective criteria.

Akın LEVENT

Genel Müdür / General Manager



## **WORKING HOURS:**

Suppliers shall comply with all applicable national and legal standards on working hours and overtime.

#### WAGES AND BENEFITS:

Suppliers shall comply at least with international legal minimum standards concerning wages and benefits including compensation for overtime. The size of wages shall enable workers to meet basic needs and shall be paid on time.

#### **WORKING ENVIRONMENT:**

Suppliers shall offer a safe working environment for all employees. Adequate health and safety procedures and the use of relevant protective equipment shall be implemented.

Employees shall have access to drinking water and appropriate sanitation facilities

## WORKPLACE VIOLENCE:

Suppliers shall protect employees in the working place against physical, verbal, sexual or psychological harassment, abuse or threats.

#### **ANTI-CORRUPTION:**

Alba Plastik is committed to zero tolerance for corruption in all its forms, including bribery and extortion. Any evidence of corruption will be addressed with immediate effect. Suppliers shall actively work against corruption in all its forms.

## **ENVIRONMENT:**

Suppliers shall strive to minimize the environmental impact of their activities through responsible management, widespread environmental awareness and the use of technologies with low environmental impact.

Every supplier who has signed the "Alba Plastik Purchase Agreement" accepts and undertakes the Alba Plastik Supplier Code of Conduct

Akın LEVENT

Genel Müdür / General Manager.