



**KODEKS RAVNANJA ZA
DOBAVITELJE SKYLOTEC
CODE OF CONDUCT FOR SKYLOTEC
SUPPLIERS**

	SKYLOTEC ADRIATIC, ANTHRON d.o.o., k.d., Trgovska ulica 3, 6310 IZOLA	DP / PI
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1. SPLOŠNO / GENERAL

1.1 Namen / Purpose

Ta kodeks ravnanja za dobavitelje družbe SKYLOTEC v osnovi temelji na desetih načelih Globalnega dogovora ZN ter opredeljuje načela in zahteve družbe SKYLOTEC za svoje dobavitelje blaga in storitev glede človekovih pravic, delovnih standardov, varstva okolja in boja proti korupciji.

Kodeks ravnanja za dobavitelje SKYLOTEC je zavezujoča sestavina vseh nabavnih pogodb SKYLOTEC. Če se želi dobavitelj zavezati k drugačnemu kodeksu ravnanja, bo SKYLOTEC to zahtevo preučil. Če je kodeks ravnanja, h kateremu se želi dobavitelj zavezati, enakovreden kodeksu ravnanja za dobavitelje SKYLOTEC, bo SKYLOTEC sprejel dobaviteljev alternativni kodeks ravnanja in dobavitelj se bo zavezal k temu kodeksu ravnanja v razmerju do družbe SKYLOTEC.

Poleg tega mora SKYLOTEC v skladu z Zakonom o skrbnosti v dobavni verigi (Direktiva EU 2024/1760), ki je začela veljati 13. junija 2024, prepoznati, oceniti in zmanjšati tveganja za človekove pravice in okoljska tveganja v dobavni verigi.

SKYLOTEC od svojih dobaviteljev pričakuje, da bodo upoštevali vsa spodaj opisana načela in zahteve vseh vrst ter jih posredovali svojim podizvajalcem in poddobaviteljem in da si bodo prizadevali zagotoviti, da bodo tudi njihovi podizvajalci in poddobavitelji ravnali v skladu s temi načeli in zahtevami.

This Code of Conduct for SKYLOTEC suppliers is essentially based on the 10 principles of the UN Global Compact and defines SKYLOTEC's principles and requirements for its suppliers of goods and services with regard to human rights, labor standards, environmental protection and anti-corruption.

The Code of Conduct for SKYLOTEC suppliers is a binding component of all SKYLOTEC purchasing contracts. If a supplier wishes to commit to a different code of conduct, SKYLOTEC will review this request. If the Code of Conduct to which the Supplier wishes to commit is equivalent to the Code of Conduct for SKYLOTEC Suppliers, the Supplier's alternative Code of Conduct will be accepted by SKYLOTEC and the Supplier will commit to this Code of Conduct vis-à-vis SKYLOTEC.

In addition, SKYLOTEC must identify, assess, and mitigate human rights and environmental risks in its supply chain in accordance with the Supply Chain Due Diligence Act (EU Directive 2024/1760), which came into force on June 13, 2024.

SKYLOTEC expects its suppliers to comply with all the principles and requirements of any kind described below, to pass them on to their subcontractors and sub-suppliers and to work towards ensuring that their subcontractors and sub-suppliers also comply with these principles and requirements.

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2. REFERENČNI DOKUMENTI / REFERENCES DOCUMENTS

Organizacijsko navodilo je skladno z naslednjimi standardi in dokumenti:

- Poslovník sistema vodenja

The organizational instruction is in accordance with the following standards and documents:

- *Management System Manual*

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3. ČLOVEKOVE PRAVICE / HUMAN RIGHTS

SKYLOTEC od svojih dobaviteljev pričakuje, da bodo spoštovali in spodbujali spoštovanje Splošne deklaracije Združenih narodov o človekovih pravicah ter zagotovili, da ne bodo sodelovali pri kršitvah človekovih pravic.

Kot del svoje zavezanosti k odgovornemu pridobivanju izdelkov želi SKYLOTEC zagotoviti, da so izdelki, ki jih dobavljate, skladni z zahtevami EU o konfliktnih mineralih (Uredba (EU) 2017/821). Cilj te uredbe je urediti trgovino s konfliktnimi minerali z območij, ki so jih prizadeli konflikti, in območij z visokim tveganjem, da bi preprečili kršitev človekovih pravic in financiranja konfliktov.

SKYLOTEC expects its suppliers to respect and promote respect for the United Nations Universal Declaration of Human Rights and to ensure that they do not participate in human rights violations. As part of its commitment to responsible sourcing, SKYLOTEC wants to ensure that the products you supply are compliant with the EU requirements on conflict minerals (Regulation (EU) 2017/821). This regulation aims to regulate trade in conflict minerals from conflict-affected and high-risk areas in order to prevent human rights violations and conflict financing.

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4. DELOVNI STANDARD / WORKING STADARDS

SKYLOTEC od svojih dobaviteljev pričakuje, da bodo upoštevali temeljne delovne standarde Mednarodne organizacije dela (ILO) ob upoštevanju zakonov in predpisov ki veljajo za dobavitelje:

- SKYLOTEC od svojih dobaviteljev pričakuje, da bodo spoštovali svobodo združevanja in učinkovito priznavanje pravice do kolektivnih pogajanj.
- SKYLOTEC pričakuje, da njegovi dobavitelji v svojih podjetjih ne dovolijo prisilnega ali obveznega dela ali primerljivega dela. Vsako delo mora biti prostovoljno in brez grožnje s kaznijo. Zaposleni morajo imeti možnost, da kadar koli prekinejo svoje delo ali delovno razmerje. Poleg tega ne sme biti nobenih nesprejemljivih ravnanj z delavci, kot so psihične stiske, spolno nadlegovanje in poniževanje. Zaposlitev ali uporaba varnostnega osebja je prepovedana, če so osebe obravnavane na nečloveški ali ponižujoč način ali so poškodovane ali če je prizadeta svoboda združevanja.
- SKYLOTEC od svojih dobaviteljev pričakuje, da bodo delavcem in delavkam izplačevali enako plačilo za delo enake vrednosti.
- SKYLOTEC od svojih dobaviteljev pričakuje, da bodo spodbujali enake možnosti in enako obravnavo svojih zaposlenih ne glede na njihovo raso, barvo kože ali spol, narodnost, socialno poreklo, kakršno koli invalidnost, spolno usmerjenost, politično ali versko prepričanje in starost.
- SKYLOTEC od svojih dobaviteljev pričakuje, da bodo spoštovali vsaj konvencijo Mednarodne organizacije dela o najnižji starosti za sprejem v zaposlitev in da ne bodo dopuščali dela otrok.
- SKYLOTEC pričakuje, da plačilo za redni delovni čas in nadurno delo ustreza nacionalni zakonski minimalni plači ali drugim zakonskim zahtevam. Zaposlenim je treba zagotoviti vse zakonsko predpisane ugodnosti. Odbitki od plače kot kazenski ukrepi niso dovoljeni. Dobavitelj mora zagotoviti, da zaposleni prejemajo jasne, podrobne in redne pisne informacije o sestavi svojega plačila.
- SKYLOTEC pričakuje, da je delovni čas v skladu z veljavnimi zakoni ali industrijskimi standardi. Nadurno delo je dovoljeno le, če se opravlja prostovoljno.
- SKYLOTEC pričakuje, da bo dobavitelj zagotovil varno in zdravo delovno okolje. Z vzpostavitvijo in uporabo ustreznih sistemov varnosti pri delu, se izvajajo potrebni preventivni ukrepi za preprečevanje nesreč in poškodb zdravja, ki bi lahko nastale v zvezi z dejavnostjo. Poleg tega zaposleni redno obveščajo in usposablajo o veljavnih standardih in ukrepih na področju varnosti in zdravja pri delu.
- SKYLOTEC pričakuje, da dobavitelj v nasprotju z zakonitimi pravicami ne odvzame zemljišč, gozdov ali voda, katerih uporaba zagotavlja preživetje ljudi. On se mora vzdržati škodljivih sprememb tal, onesnaževanja vode in zraka, emisij hrupa in prekomerne porabe vode, če to škoduje zdravju ljudi, bistveno poslabša naravno podlago za pridelavo hrane ali ljudem onemogoča dostop do čiste pitne vode ali sanitarij

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SKYLOTEC expects its suppliers to comply with the core labor standards of the International Labor Organization (ILO), subject to the laws and regulations applicable to suppliers:

- SKYLOTEC expects its suppliers to respect freedom of association and the effective recognition of the right to collective bargaining.*
- SKYLOTEC expects its suppliers not to permit forced or compulsory labor or comparable work in their companies. All work must be voluntary and without threat of penalty. Employees must be able to terminate their work or employment relationship at any time. In addition, there must be no unacceptable treatment of workers, such as mental distress, sexual harassment and humiliation. The employment or use of security personnel is prohibited if persons are treated in an inhuman or degrading manner or are injured or if freedom of association is affected.*
- SKYLOTEC expects its suppliers to pay workers equal pay for work of equal value.*
- SKYLOTEC expects its suppliers to promote equal opportunities and equal treatment for its employees regardless of their race, color or gender, national or social origin, any disability, sexual orientation, political or religious beliefs and age.*
- SKYLOTEC expects its suppliers to respect at least the ILO Convention on Minimum Age for Admission to Employment and not to tolerate child labor.*
- SKYLOTEC expects that the remuneration for regular and overtime work corresponds to the national legal minimum wage or other legal requirements. Employees must be provided with all legally required benefits. Deductions from wages as punitive measures are not allowed. The supplier must ensure that employees receive clear, detailed and regular written information on the composition of their pay.*
- SKYLOTEC expects working hours to comply with applicable laws or industry standards. Overtime work is only permitted if it is done voluntarily.*
- SKYLOTEC expects the Supplier to provide a safe and healthy working environment. By establishing and applying appropriate occupational safety systems, the necessary preventive measures are implemented to prevent accidents and health injuries that may arise in connection with the activity. In addition, employees are regularly informed and trained on the applicable occupational safety and health standards and measures.*
- SKYLOTEC expects that the Supplier does not take land, forests or waters, the use of which ensures the livelihood of people, in violation of legal rights. He must refrain from harmful soil alteration, water and air pollution, noise emissions and excessive water consumption if this harms human health, significantly degrades the natural basis for food production or prevents people from having access to clean drinking water or sanitation.*

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5. VARSTVO OKOLJA / ENVIRONMENTAL PROTECTION

SKYLOTEC od svojih dobaviteljev pričakuje, da bodo upoštevali varstvo okolja v skladu z veljavnimi zakoni in mednarodnimi standardi, upoštevali previdnostne načelo previdnosti pri reševanju okoljskih problemov, da prevzamejo pobudo za ustvarjanje večjega občutka odgovornosti za okolje in da spodbujajo razvoj in širjenje okolju prijaznih tehnologij.

SKYLOTEC je dolžan upoštevati pravne zahteve evropske uredbe o kemikalijah (Uredba (ES) št. 1907/2006, REACH). SKYLOTEC zato pričakuje, da bodo njegovi izdelki izpolnjevali zahteve te uredbe, tj:

1. v dobavljenih izdelkih ni snovi, ki so navedene na veljavnem seznamu kandidatnih snovi, ki vzbuja veliko zaskrbljenost (SVHC), z koncentracijo, večjo od 0,1 masnega odstotka.
2. vse snovi, ki so pomembne za vaše izdelke, so bile po potrebi registrirane.
3. če izdelki, ki jih dobavljate, niso skladni z uredbo REACH, je treba o tem obvestiti družbo SKYLOTEC.

V zvezi z novo uredbo Evropske unije o krčenju gozdov (EUDR) želi SKYLOTEC zagotoviti, da izdelki, ki jih dobavljate, izpolnjujejo zahteve te uredbe.

Zato lahko surovine za vaše izdelke izvirajo le z območij, ki po 31. decembru 2020 niso bila izkrčena. Dejavnosti, ki lahko povzročijo škodljive spremembe tal, onesnaževanje zraka, škodljive emisije hrupa, onesnaževanje vode in prekomerno porabo vode, ki negativno vplivajo na vire, so prepovedana. SKYLOTEC od svojih dobaviteljev pričakuje, da spoštujejo prepoved izvoza in uvoza nevarnih odpadkov in drugih odpadkov v skladu z Baselskimi konvencijami, prepoved proizvodnje in uporabe živega srebra v izdelkih ter prepoved nepravilnega ravnanja z odpadki živega srebra v skladu s Minamatsko konvencijo in prepoved okolju škodljivega ravnanja z odpadki živega srebra v skladu s Konvencijo o varstvu okolja iz Minamatske konvencije. z obstojnimi organskimi onesnaževali (POP) v skladu s Stockholmsko konvencijo.

SKYLOTEC expects its suppliers to respect the protection of the environment in accordance with applicable laws and international standards, to observe the precautionary principle in solving environmental problems, to take the initiative to create a greater sense of responsibility for the environment, and to promote the development and dissemination of environmentally friendly technologies. SKYLOTEC is obliged to comply with the legal requirements of the European Regulation on chemicals (Regulation (EC) No 1907/2006, REACH). SKYLOTEC therefore expects its products to comply with the requirements of this Regulation, i.e.:

- 1. the products supplied do not contain any substance listed on the current Candidate List of Substances of Very High Concern (SVHC) with a concentration greater than 0,1 % by weight.*
- 2. all substances relevant to your products have been registered where applicable.*
- 3. if the products you supply do not comply with REACH, SKYLOTEC must be informed.*

In relation to the new European Union Deforestation Regulation (EUDR), SKYLOTEC wants to ensure that the products you supply comply with the requirements of this Regulation.

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Therefore, the raw materials for your products can only come from areas that have not been deforested after 31 December 2020. Activities that may cause harmful changes to the soil, air pollution, harmful noise emissions, water pollution and excessive water consumption that have a negative impact on resources are prohibited. SKYLOTEC expects its suppliers to comply with the prohibition on the export and import of hazardous wastes and other wastes under the Basel Convention, the prohibition on the production and use of mercury in products, and the prohibition on the improper handling of mercury waste under the Minamata Convention, and the prohibition on the environmentally harmful handling of mercury waste under the Environmental Protection Convention of the Minamata Convention. with persistent organic pollutants (POPs) under the Stockholm Convention.

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6. BOJ PROTI KORUPCIJI / FIGHT AGAINST CORRUPTION

SKYLOTEC od svojih dobaviteljev pričakuje, da se bodo vzdržali vseh oblik korupcije, dajanja prednosti, podkupovanja in podkupljivosti. Izvajanje zahtev.

SKYLOTEC expects its suppliers to refrain from all forms of corruption, favoritism, bribery and corrupt practices. Enforcement.

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7. IZVAJANJE ZAHTEV / IMPLEMENTATION OF REQUIREMENTS

SKYLOTEC od svojih dobaviteljev pričakuje, da bodo prepoznali tveganja v svojih dobavnih verigah in sprejeli ustrezne ukrepe. V primeru suma kršitev in za zaščito dobavne verige s povečanim tveganjem, bo dobavitelj družbo SKYLOTEC nemudoma in po potrebi redno obveščal o ugotovljenih kršitvah in tveganjih ter sprejetih ukrepih.

SKYLOTEC si pridržuje pravico do revizije dobavitelja. Revizijo lahko opravi SKYLOTEC in/ali akreditirani revizorji, ki jih SKYLOTEC naroči zunanje. Za ta namen dobavitelj po predhodnem posvetovanju podjetju SKYLOTEC omogoči dostop do svojih prostorov ter pregled dokumentov in procesov.

Če se ugotovi kršitev določb tega kodeksa ravnanja, bo SKYLOTEC dobavitelja nemudoma pisno obvestil in mu določil razumen rok za odpravo nepravilnosti ravnanje uskladi s temi predpisi. Če odprava ni mogoča v bližnji prihodnosti, mora dobavitelj nemudoma obvestiti družbo SKYLOTEC in skupaj z družbo SKYLOTEC, pripraviti in izvajati koncept s časovnim načrtom za odpravo ali zmanjšanje kršitve. SKYLOTEC ima pravico, da začasno prekine poslovno razmerje v primeru v tem času. Če se obdobje mirovanja izteče brezplodno ali če se z izvajanjem ukrepov iz načrta stanje ne izboljša po izteku roka in ni na voljo milejših sredstev, lahko SKYLOTEC prekine poslovno razmerje in razveljavi vse pogodbe. Zakonska pravica do izredne odpovedi brez določitve dodatnega roka, zlasti v primeru namernih in zelo resnih kršitev, ostaja nespremenjena, prav tako kot pravica do odškodnine za škodo.

SKYLOTEC expects its suppliers to identify risks in their supply chains and to take appropriate measures. In case of suspected breaches and in order to protect the supply chain at increased risk, the supplier will inform SKYLOTEC immediately and regularly, as appropriate, of the breaches and risks identified and the measures taken.

SKYLOTEC reserves the right to audit the Supplier. The audit may be carried out by SKYLOTEC and/or by accredited auditors commissioned externally by SKYLOTEC. For this purpose, the Supplier shall, after prior consultation, grant SKYLOTEC access to its premises and allow SKYLOTEC to inspect its documents and processes.

If a violation of the provisions of this Code of Conduct is found, SKYLOTEC shall immediately inform the Supplier in writing and shall give the Supplier a reasonable period of time to rectify the irregularities and bring the Supplier's conduct into compliance with these regulations. If rectification is not possible in the near future, the Supplier shall immediately notify SKYLOTEC and, together with SKYLOTEC, develop and implement a concept with a timetable for rectification or reduction of the breach. SKYLOTEC shall be entitled to suspend the business relationship in the event in the meantime. If the standstill period expires without result or if the implementation of the measures set out in the plan does not improve the situation after the expiry of the time limit and no less restrictive remedies are available, SKYLOTEC may terminate the business relationship and cancel all contracts. The statutory right to extraordinary termination without further notice, in particular in the case of deliberate and very serious breaches, remains unaffected, as does the right to compensation for damages.

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