



Code of Conduct for Suppliers

BioMar Group

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Code of Conduct for Suppliers

At BioMar, we care about our planet and its people. We are dedicated to innovating for an efficient and sustainable aquaculture, doing our part in developing this global industry. Raw materials count for an important part of our impact on people and planet. Therefore, BioMar is committed to ensure responsible sourcing of raw materials.

BioMar acknowledges that a sustainable business must be built ensuring the fundamental protection and promotion of people and our planet. We are determined to bring integrity, sustainability, and human rights commitment to all stages of our value chain, and we are committed to collaborate with stakeholders adhering to the same standards as we do.

The BioMar *Code of Conduct for Suppliers* sets out requirements within below areas corresponding with our fundamental principles of responsible sourcing:

- Conduct business lawfully and with integrity
- Ensure product quality and food safety
- Protect natural resources
- Uphold human and labour rights

The Term "Supplier(s)" in this document refers to any company, organisation or, individual engaging in supply of raw materials to BioMar and includes but are not limited to: Producers, Traders, Contractors, Sub-contractors etc. Reference to "Worker(s)" in this document, means any individual employee, whether they are: full time, part-time, fixed-term, permanent or trainees, contractors, temporary staff, secondees, and work-experience placements.

As a minimum, every supplier must adhere to these requirements and possess all required legal licenses and permits for their operations. In case of any non-compliance with the *BioMar Code of Conduct for Suppliers*, BioMar will demand corrective measures to be taken and will terminate any agreement and collaboration if non-compliances are not resolved.

All suppliers must declare compliance with the *BioMar Code of Conduct for Suppliers*. BioMar must be informed immediately if any material change(s) in compliance occur, and suppliers must communicate an equivalent set of requirements to their suppliers.

BioMar shall be permitted to and will regularly audit compliance with the requirements set out in the *Code of Conduct for Suppliers*.



Conduct Business Lawfully and with Integrity

Our suppliers must commit to conducting their business in compliance with all local and international laws such as but not limited to antitrust and competition laws. There is to be free and fair competition and full prohibition of any form of bribery, corruption, extortion, and embezzlement.

Suppliers must not use any confidential and proprietary information and materials related to feed composition and manufacturing technology other than for the purpose agreed with BioMar. There must be no disclosure of any such confidential information to third parties. Furthermore, suppliers must take reasonable precautions to prevent unauthorized disclosure of such confidential information.

Ensure Product Quality and Food Safety

Suppliers must be in regulatory compliance with local food safety regulations in the country of production and the country of destination. In the absence of local regulatory framework, it is recommended to follow EU regulations as reference.

All products are to be produced, stored, and delivered to meet specifications regarding quality and safety criteria and are to be safe for their intended use. Specifications are not to be changed without prior agreement with BioMar. Suppliers must practice due diligence towards third parties to mitigate risks and ensure quality throughout the supply chain. We require all parties to be open and transparent in the raw material workflow enabling responsibly produced products.

Suppliers of processed ingredients must have implemented the principles of Good Manufacturing Practices (GMP) and Hazard Analysis (HACCP), and

all relevant suppliers must disclose the presence of genetically modified organisms or ingredients produced from genetically modified organisms in all products supplied. In addition, all active compounds and inclusion levels of added antibiotics or other added medicinal feed additives for each product must be disclosed.

Protect Natural Resources

We require our suppliers to commit to a sustainable development and suppliers shall comply with all applicable environmental-related laws and regulations and maintain a management system for compliance with them to secure this development. Furthermore, all suppliers are required to adhere to the requirements on sourcing and sustainability set out in our Position Statements.

Community engagement and indigenous people

Suppliers must proactively engage with local communities, indigenous, and tribal people, to identify, avoid, or mitigate significant negative social impacts resulting from suppliers' activities. Furthermore, a grievance procedure must be made known, accessible, and applicable to local communities, indigenous and tribal people and submission and the grievance procedures must include requirements for non-retaliation. Grievance procedures must follow the same framework as for worker grievances described in the "Uphold human and labour rights" area of this document.

Community's, indigenous and tribal peoples' rights, and access to resources including land, water, food security shall not be restricted or negatively affected by suppliers. Suppliers shall not restrict or negatively affect indigenous and tribal people's rights and access to sites which are of special cultural, ecological, economic, religious, or spiritual significance, and for which indigenous and tribal people hold legal or customary



rights. Suppliers shall, to the extent possible, source goods and services, including employment, from local communities, indigenous, and tribal people.

Greenhouse Gas and Energy Management

To support the "Paris agreement" and industry level certification schemes and forthcoming legislations, suppliers must define, document, and implement an "Energy Efficiency Plan" and "Energy Management Plan" to improve energy efficiency and reduce associated greenhouse gas (GHG) emissions.

The plan shall include the recording and monitoring of all energy sources and consumption, and the identification of responsible practices to improve energy efficiency and ensure such measures and practices are deployed within their business within a meaningful timeline. As part of this plan, suppliers must consider increasing the proportion of energy coming from renewable energy sources. Suppliers must also demonstrate calculation, recording and monitoring of its GHG inventory using the "GHG Protocol" corporate standard as the basis for carbon accounting.

Annual reporting/disclosure of Scope 1 and Scope 2 emissions (overall volumes and those specifically linked to raw materials/products supplied to BioMar) are required, based on total tonnes of CO₂ equivalents for each scope. Where inventory is not available, a collaborative action plan agreed with BioMar will be required. It is recommended that suppliers execute a mapping and quantification of their Scope 3 emissions. BioMar has committed to the "Science Based Target initiative" and recommends that suppliers use the SBTi guidance and tools available to set science-based targets. SBTi validation is recommended, but not mandatory.

Water, Waste, and Effluent Management

Suppliers must identify all sources of water used, all types of waste generated (hazardous and non-

hazardous waste including all chemicals), method of disposal, as well as the level of recovery carried out on-site. All chemicals and hazardous materials and waste must be handled and stored in a safe manner. Furthermore, all effluents (e.g., from production, site runoff, offices, and any on-site accommodation) and destination of the discharge (e.g., to surface water, groundwater, seawater, municipal treatment facilities), and what level of treatment is carried out on-site must be identified. Recycling initiatives must also be considered where applicable.

Suppliers must develop and implement a Water Conservation and Efficiency Plan (WCEP), a Waste Management Plan (WMP), and an Effluent Management Plan (EMP) with the intent to reduce water consumption, improve waste avoidance and resource recovery, reduce negative impacts on receiving waters in terms of ecosystems and human health where possible. The EMP shall include spill prevention and response measures. The plans shall include the identification of responsible practices, and measures to move away from poor practices and increase responsible practices within a meaningful timeline.

If wells are used groundwater levels shall be measured and recorded on a regular basis (considering seasonal fluctuation) and at least once a year. In areas of "high" and "extremely high" water stress according to accredited sources, an annual risk assessment must be performed to assess if the WCEP includes adequate measures to minimize the risk of contributing to water supply problems for ecosystems and communities using the same water source.

Uphold Human and Labour Rights

Respecting and promoting human rights is essential for living our purpose in BioMar and we believe that all human beings should be met and treated with dignity and respect. We are committed to upholding



human rights and complying with universal human rights principles as stated in UN's UDHR, UNCRC, the conventions of ILO, the ETI, and the conventions of WHO, and we require our suppliers to do likewise at the same time making all employees aware of their labour-related rights¹.

Health and Safety

Suppliers are to provide a safe and healthy workplace environment and a health and safety risk assessment must be conducted and signed-off by responsible management and reviewed on a regular basis. The risk assessments must contain: Risk of physical injuries and Risk of mental injuries (in both areas, acute or chronic) in the working environment. Appropriate measures of monitoring and effectiveness must be implemented, and the risk assessment repeated depending on monitoring outcome. Effective implementations include appropriate health and safety notices/instructions in the workplace, appropriate equipment maintenance, appropriate training for employees including on emergency responses, and Personal Protective Equipment (PPE). All (PPE) must be free of charge and according to the need defined in the health and safety instructions in the workplace.

Workers shall be allowed to freely move around the workplace to use sanitary facilities and have access to drinking water during their work shift. Furthermore, all workers shall be allowed to leave the site once scheduled working time or agreed overtime has been completed. Reasonable and safe transportation shall be offered to employees when the workplace is not readily accessible and public transportation is not available; allowing employees to leave the site once their shift is over.

Adequate First Aid (including supplies) must be provided and administered by qualified personnel in the event of a work-related injury; this includes access to professional support such as an ambulance.

Where not provided by a State/National social security/health system, insurance for all employees for work-related accidents or injuries must be provided; this includes as a minimum the cost for transport and medical treatment/medication needed to treat the accident or injury, the cost for transport and medical treatment/medication needed for recovery, compensation for lost working hours, as well as the cost for any required repatriation in case of migrant workers.

Designated area to prepare food and eat during breaks must be accessible. If employer-operated stores and services are available, purchase from these is not required and cost is reasonable with no profit gained of employees.

Suitable areas for breast feeding women must be available and additional workday breaks for pregnant and breast-feeding women shall be allowed; nursing breaks shall be counted as working time and remunerated accordingly.

Employment Practices

Forced, bonded, or compulsory labour or involuntary prison labour is not to be used or supported including any forms of slavery and human trafficking. Nor is child labour to be engaged in or supported following the UNCRC and the ILO. No children should be deprived of their childhood, or the opportunity of schooling and no harmful effect should ever be afflicted upon a child's physical or mental development.

All work must be voluntary and not under threat of penalty or sanctions, and in all cases follow the ILO conventions as must employments. Suppliers shall inform all employees that they are free to join or form workers' organisations of their own choosing, and that they are free to bargain collectively.

¹ See "Definition list" for description of "UN's UDHR", "UNCRC", "ILO", "ETI", and "WHO"



Working hours are not to exceed the maximum set by local legislation and shall not exceed 8 hours per day and 48 hours in a normal week excluding breaks. Industry standards on daily and weekly rest must be applied and breaks during the workday shall be applied as defined by applicable law. Overtime hours shall be voluntary, occur only under exceptional circumstances and not be requested regularly. In industries with seasonal volatilities, it is acceptable to deviate in peak periods.

All wages (before overtime and bonuses) must be set at or above the legal minimum wage and must be paid in legal tender at regular intervals (minimum monthly) and directly to employees, in accordance with national law, and must not be delayed, deferred or in any way withheld. Information of wage payment and receipt of all employees shall be documented including receipt of information on advances, loans, hours worked, pay, and the calculation of any deductions. Employment agreements must be transparent, and all workers shall receive written and understandable information about their employment terms. All employees are entitled to maternity or paternity protection in accordance with requirements of national laws and regulations, or ILO.

If dormitory facilities are provided, these must be located separately from production facilities. An annual meeting between employee representatives and management shall take place to discuss improvements to housing. Any accommodations must follow the related ILO conventions.

There is to be no discrimination² in hiring and employment practices, and if any employment/recruitment agency is used it must be screened and monitored to ensure that it possesses all legal licenses and permits. Equality must be promoted in all aspects of the business. No harsh and inhumane treatment (or threat hereof), including any sexual harassment, sexual abuse, corporal punishment, mental or physical

coercion or verbal abuse of workers, shall occur. Any disciplinary procedures must be transparent and applied in a progressive and objective manner, ensuring dignity and respect towards the employee.

Effective worker grievance mechanisms shall be in place where dialogue is facilitated between parties before, rather than in reaction to, disputes. A decision-making grievance committee shall be in place with members representing the diversity of employees. Grievances, resulting responses, and remedy shall be tracked. Grievances shall be processed fairly, effectively, and confidential (if preferred) within a 90-day timeframe. All workers have the right to terminate their employment with reasonable notice, fully receiving earned salary and benefits.

² Discrimination based on: Race, colour, age, gender, sexual orientation, ethnicity, disability, religion, political affiliation, nationality, caste, union membership, legal status, pregnancy, parental status, or marital status.



In case of any non-conformances, BioMar will demand corrective and/or preventive actions and all non-conformances will be registered for future purposes.

We, the undersigned, hereby acknowledge receipt of copy of the "BioMar Code of Conduct for Suppliers". By signing, we understand our legal obligation to comply with the "BioMar Code of Conduct for Suppliers" as part of our terms and conditions of trade with BioMar.

Company:	
Name and Position:	
Date:	Place:
Signature:	



Definition list

EMP

Effluent Management Plan

ETI

The Ethical Trading Initiative

EU

European Union

GHG

Greenhouse gas

GMP

Good Manufacturing Practices

HACCP

Hazard Analysis and Critical Control Points

ILO

International Labour Organization

PPE

Personal Protective Equipment

SBTi

The Science Based Targets initiative

UDHR

The Universal Declaration of Human Rights

UN

United Nations

UNCRC

The United Nations Convention on the Rights of the Child

WCEP

Water Conservation and Efficiency Plan

WHO

World Health Organization

WMP

Waste Management Plan

References

Internal

BioMar Group Marine Ingredients Position Statement

BioMar Group Vegetable Ingredients Position Statement

BioMar Group Responsible Sourcing Policy

BioMar Group Sustainability Report

External

Aquaculture Industry standards

- Aquaculture Stewardship Council (ASC)
- MarinTrust
- Marine Stewardship Council (MSC)

Global Good Agriculture Practices (Global G.A.P)

International Labour Organization (ILO)

The Ethical trade initiative (ETI)

The Greenhouse Gas Protocol:

<https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf>

The Paris Agreement, UNFCCC:

<https://unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement>

The Science Based Targets initiative, (SBTi):

<https://sciencebasedtargets.org/>

United Nations (UN)

- United Nations Convention on the Rights of the Child
- United Nations 17 Sustainable development goals
- United Nations Universal Declaration of Human rights

World Health Organization (WHO)



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