



NMS - THE NORWEGIAN MISSION SOCIETY

Ethical guidelines for suppliers and partners

About NMS

NMS is a voluntary organization rooted in the Norwegian Church. The organization primarily consists of voluntary engagement from individuals and congregations who pray, donate their time, and raise funds for the work. Together with employees in Norway and other countries, we work to provide fellow human beings with a dignified life and lasting hope.

We share the faith in Jesus, eradicate poverty, and combat injustice. We aim to contribute to a better and more sustainable society by actively supporting the local community, partners, employees, and stakeholders. To achieve this, we will always act ethically, socially responsibly, and sustainably, adhering to applicable laws.

Through these ethical guidelines for suppliers and partners, NMS expects our suppliers and partners to conduct their business fairly and ethically, in accordance with our core principles of ethics and sustainability. This includes providing accurate and consistent information to stakeholders on time.

In the event of a breach of the ethical guidelines for suppliers, the subcontractor shall notify NMS and rectify the situation within a reasonable time. Suppose the Supplier discovers such a breach through internal control or their monitoring of their subcontractors. In that case, the Supplier shall immediately inform NMS of the situation and rectify it within a reasonable time. Significant breaches of the requirements may, if the problem is not rectified within a reasonable time, result in consequences for existing agreements.

Any suspicions of breaches should be reported to NMS without delay by sending an email to info@nms.no.

NMS' ethical requirements for suppliers and partners

These core principles of ethics and sustainability must be acknowledged and implemented by our suppliers, and NMS expects their subcontractors to also adhere to them. To ensure compliance with these core principles, suppliers, upon request and without undue delay, shall provide the necessary documentation and otherwise cooperate with NMS to allow NMS to conduct the necessary investigations on the Supplier and its subcontractors.

1. Compliance with laws and regulations

The Supplier shall adhere to all applicable laws and regulations in their operating areas.

2. Non-discrimination and diversity

NMS does not accept any form of illegal employment discrimination. All suppliers shall treat their employees equally and with respect, and we expect diversity and inclusion to be promoted throughout the supply chain.

3. Fair wages and equal pay for equal work

The Supplier shall commit to paying fair wages to all their employees. This means that wages are paid on time and by legal requirements. Workers should receive equal pay for equivalent work. In all circumstances, wages shall be paid every month and in the name of the individual performing the work.

4. Employee safety, well-being, and development

The Supplier must ensure that all employees work by applicable laws, agreements, and standards related to working hours and overtime, including breaks, rest periods, vacations, and maternity leave.

5. Health and Safety

The Supplier shall ensure that employees have a work environment that addresses physical safety and contributes to mental and social well-being.

6. Human rights

The Supplier shall respect and support the protection of fundamental human rights outlined in the United Nations Universal Declaration of Human Rights and the core principles outlined in the International Labour Organization's (ILO) Declaration on Fundamental Principles and Rights at Work.

NMS will not tolerate any violations of human rights by our suppliers, partners, customers, and other stakeholders. NMS expects all business partners to assess their supply chains to evaluate specific product-related or geographical risks related to adverse human rights impacts, including risks associated with forced labor and modern slavery, child labor, freedom of association, and the right to collective bargaining among workers.

A. Forced Labor and Modern Slavery

The Supplier shall not use any form of forced labor. All workers should be employed voluntarily, free from threats of violence, threats of punishment, and restrictions on their freedom of movement.

Employees shall not be required to provide a deposit or surrender money or personal documents to their employer. All employees shall have the right to terminate their employment with reasonable notice.

B. Child Labor

The Supplier shall not employ workers below the minimum legal working age or when the work interferes with mandatory schooling. When young workers are used, they shall not engage in mentally, physically, socially, or morally hazardous or harmful work. The minimum age for hazardous work is 18 years.

C. Freedom of Association and the Right to Collective Bargaining

Collective bargaining is a means for employees and employers to reach agreements on matters affecting employment. Such negotiations can be a powerful tool for engagement between employers and employee organizations to address economic and social concerns. Central to this model are the principles of freedom of association and the right of workers and employers to form and join organizations of their choosing.

7. Privacy and Security

NMS places great emphasis on safeguarding the privacy of our customers. NMS expects all our suppliers to comply with applicable regulations and agreements to ensure the confidentiality and security of all data related to NMS, employees, customers, and partners.

8. Confidentiality and Intellectual Property

The Supplier shall take appropriate steps to secure and preserve confidential and copyright-protected information or trade secrets of NMS, our customers, other suppliers, and individuals. Such information can only be used for purposes agreed upon with NMS and within the framework of applicable laws.

9. Prevention of Bribery and Corruption

NMS will not tolerate any form of corruption in any of our business activities or among suppliers or partners. The Supplier is expected to take reasonable measures to prevent and detect corruption in all business relationships. The Supplier must comply with anti-corruption laws, directives, and regulations governing its operations in the countries where it operates.

10. Environmental Efforts

At NMS, we are committed to understanding how our business affects the environment, and we continuously work to reduce our negative impacts on the environment, climate, and nature.

NMS expects all suppliers to adopt a precautionary approach to environmental challenges and take initiatives to promote greater environmental responsibility. To the extent possible, this include:

- Identifying and reducing climate change and biodiversity loss risk.
- Identify the company's primary sources of environmental impact and work to minimize any negative consequences.
- Minimizing waste and implementing circular thinking in the business mode.
- Conducting life cycle assessments of products and services and ensuring sustainable supply chains.
- Reducing the number of business trips, especially flights.
- Transitioning to renewable energy sources wherever possible.
- Enabling consumers and employees to make eco-friendly choices.