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Introduction

The Klinikverbund Südwest organisation is committed to corporate management that is ecologically and socially responsible. We strive to optimise our business activities and services to make them more sustainable and encourage our suppliers to do their part by taking a comprehensive approach.

For future co-operation, the contractual partners agree to the following regulations as part of a common Code of Conduct. This agreement shall form the basis for all future contracts. The contractual partners undertake to fulfil the principles and requirements set out in the Code of Conduct. This agreement shall enter into force upon signing. A breach of this Code of Conduct may be grounds for the organisation to terminate the business relationship, including all associated supply contracts.

The Code of Conduct is based on national laws and regulations as well as international conventions such as the United Nations Universal Declaration of Human Rights, the Guidelines on the Rights of the Child and Business Conduct, the United Nations Guiding Principles on Business and Human Rights, the international labour standards of the International Labour Organization and the United Nations Global Compact. We expect our suppliers to comply with all relevant laws and regulations as well as the requirements of standards.

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Requirements for suppliers

Social responsibility

Human rights

The supplier respects the personal dignity, privacy and human rights of every individual. They must strive to protect internationally recognised human rights. The supplier must prevent any involvement in human rights violations.

Discrimination, inclusion and diversity

Any form of discrimination against employees is not permitted. This applies, for example, to discrimination based on gender, race, national and ethnic origin, caste, skin colour, disability, political conviction, social background, religion, ideology, age, pregnancy, health status or sexual orientation. The personal dignity, privacy and personal rights of each individual are respected. The supplier shall promote equal opportunities in the workplace and equal treatment of its employees regardless of skin colour, nationality, social background, disability, sexual orientation, political or religious beliefs, gender or age.

No harassment or coercion

The supplier will not tolerate behaviour (including gestures, language and physical contact) that may be considered sexual, threatening, abusive and/or exploitative.

Fair working conditions

The supplier shall remunerate its employees appropriately and ensure it pays the statutory national minimum wage. In particular, the supplier shall ensure equal pay for work of equal value. Working hours must comply with the applicable laws or industry standards. Overtime is only permitted if it is performed on a voluntary basis and does not exceed 12 hours per week, whereby employees must be granted at least one day off after six consecutive working days. The weekly working time may not exceed 48 hours on a regular basis.


Exclusion of forced labour

The supplier undertakes not to use forced labour, slave labour, slavery-like practices, servitude or other forms of domination or oppression. All work must be performed at the employees' own free will and they must be able to leave work or the employment relationship at any time. Furthermore, there must be no unacceptable treatment of workers, such as psychological harm, sexual or personal harassment.

Ban on the use of child labour

Child labour must not be used in any phase of the production process. Suppliers are requested to comply with the recommendation set out in the ILO conventions on the minimum age for employing children. This states that the age should not be less than the age at which compulsory education ends and never less than 15 years. Furthermore, suppliers must refrain from using the worst forms of child labour for children under the age of 18. This includes, in particular, all forms of slavery or practices similar to slavery; the use, procuring or offering of a child for prostitution, for the production of pornography or for pornographic performances; the use, procuring or offering of a child for illicit activities (in

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particular for the production and trafficking of drugs); work which, by its nature or the circumstances in which it is carried out, is likely to be harmful to the health, safety or moral welfare of children.

Health and safety


The supplier shall take appropriate safety measures to effectively protect its employees from accidents, chemical, biological and physical hazards, excessive physical and mental fatigue and occupational illnesses. It also ensures that its employees receive adequate training and instruction and are provided with personal protective equipment. The supplier is responsible for identifying and effectively preventing potential risks and emergency situations in the workplace, in public areas and in living quarters provided by the company and ensuring appropriate emergency plans, regular safety training and response procedures.

The supplier shall not commission and/or use private or public security forces to protect the company's project if, due to a lack of instruction or control on the part of the company with regard to their use, the prohibition of torture and cruel, inhuman or degrading treatment is violated, life or limb is injured or the freedom of association and unionisation is impaired.

Freedom of association and unionisation

The supplier shall respect the right of workers to freedom of association and unionisation, to join trade unions, to access workers' representatives or to join works councils in accordance with local laws. Workers must be able to communicate openly with management without fear of reprisals or harassment.

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Environmental responsibility

Conservation of resources

The supplier shall practise a systematic approach to the development of products and services that contributes to reducing the consumption of energy, water and other raw materials along the entire product life cycle.

Avoidance of hazardous substances

In order to protect life on land and in water (biodiversity), the supplier shall opt for environmentally friendly raw materials where possible. Chemicals or other materials that pose a risk if released into the environment must be identified and handled in a manner that ensures their safe handling, transport, storage, use, recycling or reuse and disposal.

Reduction of waste

The supplier shall seek to minimise waste and promote a circular economy by producing or using recyclable products and packaging as well as facilitating the return of recyclable materials for recycling. Moreover, the supplier shall ensure that waste is handled, collected, stored and disposed of in an environmentally friendly manner. In doing so, the supplier shall comply with the ban on the import and export of hazardous waste.

Reduction of greenhouse gas emissions

The supplier shall effectively reduce the carbon emissions associated with its business activities. This includes facilitating consolidated orders where possible to minimise the carbon footprint of transport.

Company environmental management system

The supplier shall observe the legal requirements and international standards concerning environmental protection. The supplier shall establish an environmental management system or use a comparable system (e.g: 14001 / EMAS).


Use and handling of mercury

The supplier shall refrain from manufacturing products containing mercury, from using mercury and mercury compounds and shall ensure that mercury waste is disposed of correctly.

Forced eviction

The supplier shall refrain from unlawful eviction and unlawful seizure of land, forests and waters when acquiring, building on or otherwise using land, forests and waters, the use of which secures the livelihood of an individual.

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Ethical responsibility

Compliance with laws

The supplier shall fully comply with the laws of the prevailing legal system.

Fair competition

Rules governing fair competition are an essential requirement for a performance-orientated market economy, designed to promote economic efficiency, development and innovation. As such, the supplier shall respect and promote fair competition and shall operate in compliance with all applicable competition and/or antitrust laws.

Zero tolerance of corruption and bribery

The supplier shall not tolerate any kind of corruption, bribery or extortion, nor shall they be involved in this practice in any way. This includes any illegal offers of payment or similar inducements to public officials to improperly influence their decision-making process. Our employees are not offered any gifts or personal benefits that could be considered a bribe. Under no circumstances will gifts or hospitality be offered to improperly influence a business relationship or to violate applicable law or ethical standards.

Prevention of money laundering

The supplier shall comply with all applicable anti-money laundering laws and proactively take the necessary measures to prevent money laundering. We only accept money from legitimate sources.

Information on sustainability

The supplier shall disclose all available sustainability data and provide truthful and complete reports on its business activities in accordance with the relevant calculation and disclosure standards.

Provision of product data

Where possible, the supplier shall provide relevant and sustainability-specific product data along the product life cycle.

Suppliers must inform us immediately of any legal challenges, government investigations or criminal prosecutions that may affect their performance in relation to doing business with us or potentially have an adverse impact on our reputation or that of our members.


Data protection

The supplier shall manage and protect all personal data in accordance with the applicable legal system, in particular the European General Data Protection Regulation.

Confidentiality

The supplier shall respect the confidential business information of others and protect the rights of such information. Intellectual property rights must be respected. Technology and expertise must be shared in such a way that protects intellectual property rights and customer information.

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Identification of concerns

The supplier shall encourage its employees to confidentially report concerns, complaints or potentially unlawful activities in the workplace or while conducting business activities without the threat of reprisal, intimidation or harassment and provide them with the appropriate means to do so. The supplier shall examine such reports and take any necessary corrective action.

Supply chain

Subcontractors

The supplier shall comply with the aforementioned requirements and standards within its supply chain by consistently engaging and evaluating its contractors.

Regulating the supply chain

The supplier shall comply with all applicable laws and regulations relating to the management of its supply chain. This includes all social and environmental obligations to exercise due care as well as special requirements, such as the EU Conflict Minerals Regulation.

Local communities


The supplier shall respect the economic, social and environmental concerns of the local residents living in the vicinity of its business or production facilities.

Implementation of the requirements

We expect our suppliers to identify risks within their supply chains and to take appropriate measures. The company requires disclosure of supply chains in the event of suspected violations and to safeguard supply chains with increased risks.

The company reserves the right to take appropriate measures against suppliers who do not fulfil these requirements, which may ultimately lead to the suspension or termination of a supply relationship.

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Acknowledgement and consent of the supplier

By signing this document, the supplier undertakes to act responsibly and to comply with the principles/requirements outlined in this document.

We hereby confirm that:

1. We have received the “Code of Conduct for suppliers” (hereinafter “Code of Conduct”) and agree to comply with the principles and requirements of the Code of Conduct, insofar as these go beyond our obligations set out in the supplier contracts with the Klinikverbund Südwest.
2. We recognise that the provisions outlined in this Code of Conduct form a key component of supplier selection and evaluation.
3. We acknowledge that Klinikverbund Südwest has the right to conduct audits by prior arrangement in our own or contracted production facilities, depots or warehouses. These audits serve to verify our compliance with the Code of Conduct.
4. We will inform Klinikverbund Südwest immediately if there is a breach of the principles and requirements contained in the Code of Conduct. If complaints are made publicly, e.g. in the media, about an alleged breach of the principles and requirements contained in the Code of Conduct or about other incidents that could result in damage to the reputation of Klinikverbund Südwest, we will provide a written company statement on the allegations immediately upon request.
5. We accept that Klinikverbund Südwest has the right to terminate existing supplier contracts and/or orders based on these contracts without notice and compensation if we: a) violate the principles and requirements of the Code of Conduct or b) do not sufficiently fulfil our obligation to cooperate.
6. If we are able to remedy the situation quickly, Klinikverbund Südwest may only exercise its right of cancellation under this declaration if a reasonable deadline set by Klinikverbund Südwest has elapsed without a successful outcome.
7. We agree that this declaration is subject to the same substantive law, legal process and jurisdiction as is applicable to supplier contracts and/or purchase orders with Klinikverbund Südwest. In the absence of such agreements (with the exception of standards that refer to other regulations), this declaration is subject to the substantive law, the place of jurisdiction and the jurisdiction of the registered headquarters of Klinikverbund Südwest.
8. We agree that Klinikverbund Südwest may review and amend the above Code of Conduct in accordance with changes in relevant legislation, the UN Sustainable Development Goals or the principles of the UN Global Compact. If this happens, Klinikverbund Südwest will inform us accordingly.

Place, date

name and signature, company stamp

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