TeliaSonera Group Supplier Code of Conduct

TeliaSonera is committed to conduct business responsibly. TeliaSonera fully respects and observes the UN’s Universal Declaration of Human Rights and the International Labour Organisation’s Core Conventions. We are also committed to the OECD’s Guidelines for Multinational Enterprises and the principles of the UN Global Compact, of which TeliaSonera is a signatory member. These norms form the basis of TeliaSonera’s sustainability principles which are described in detail in our Code of Ethics and Conduct (http://www.teliasonera.com/en/sustainability/).

TeliaSonera’s commitment to sustainability covers the whole value chain, and we require our suppliers to support us in putting this commitment into practice. As supplier to TeliaSonera you are therefore required to comply with TeliaSonera’s Supplier Code of Conduct, as set out below, in addition to any related national legal requirements.

These requirements set out the minimum levels of compliance required of TeliaSonera’s suppliers. As a supplier you are also encouraged to exceed the requirements wherever possible. TeliaSonera and individual suppliers may also contractually agree on further specific requirements as appropriate.

1. Environmental requirements

As a supplier to TeliaSonera you are required:
- to fulfil all environmental requirements defined in legislation, environmental permits or other applicable regulations; and
- to have a system in place applying general best practice to manage environmental issues and impacts in order to achieve systematic reductions in your environmental impacts.

As a supplier providing products to TeliaSonera you are also required:
- to incorporate eco-efficiency, energy efficiency and recycling considerations into product design, including packaging issues;
- to organize the recovery, reuse and recycling of your products and the materials they contain;
- to help us at TeliaSonera to reduce our environmental impacts; and
- to avoid using any of the hazardous substances mentioned in TeliaSonera’s Black List; and to strive to avoid the use of substances on TeliaSonera’s Grey List.

2. Social responsibility requirements

2.1 Ethical business conduct requirements

TeliaSonera has zero tolerance towards corruption and we expect our suppliers to have the same rule.

Giving and receiving gifts as part of business dealings can create conflicts of interest. Gifts and favours should be intended only to enhance marketing awareness and create good will, and not to influence business decisions. They should not serve to unduly influence people’s judgment or create a feeling of obligation. Such gifts may not be given or accepted by anyone working for TeliaSonera or our suppliers. As a supplier to TeliaSonera you are therefore required to follow the guidelines set out below:
• TeliaSonera employees may only accept gifts of limited value from suppliers. Improper and unethical rewards of any kind, including cash, gifts of significant value, sponsorships, personal discounts etc. are prohibited.

• Suppliers must not pay for entertainments provided for the families of TeliaSonera employees.

• When TeliaSonera employees visit suppliers or attend exhibitions or conferences etc., their travel and accommodation costs must be paid by TeliaSonera.

• TeliaSonera employees may not participate in any advertising or promotional materials made to publicise our suppliers’ products or services.

• Materials provided by suppliers and events hosted by suppliers must follow good taste and not be offensive to anyone involved, on the grounds of issues related to gender, race, ethnicity, disability or other such characteristics.

2.2 Occupational health and safety requirements

As a supplier to TeliaSonera you are required to fulfil all applicable legal occupational health and safety requirements. If you operate within TeliaSonera’s sphere of responsibility (e.g. on our premises or construction sites), you are additionally required:

• to assign responsibility for occupational health and safety within your organisation;
• to make written occupational health and safety instructions available to all employees;
• to document all accidents in your operations and inform TeliaSonera about them without delay; and
• to conduct on-site risk assessments.

2.3 Basic workers’ rights requirements

As a supplier to TeliaSonera you are required:

• to ensure that your employees have the freedom to join a labour union and bargain collectively;
• to pay to all employees at least the minimum wages defined in local legislation and applicable collective agreements;
• to comply with the regulations on working hours set out in the related ILO Conventions, national legislation and applicable collective agreements;
• not to discriminate against any of your employees;
• not to use any forms of involuntary labour in your operations; and
• not to employ any workers below the minimum ages defined in ILO Convention 138 on child labour and in national legislation.

3. Compliance

By accepting The TeliaSonera Group’s Supplier Code of Conduct, you give TeliaSonera the right to monitor and audit your fulfilment of these requirements.

You must inform TeliaSonera of any suspected breach of these requirements without delay.

You must also reflect the content of these requirements in your agreements with your sub-contractors.

Any material breach of these requirements by the supplier gives TeliaSonera the right to terminate the relevant agreement with immediate effect.