



Podravka
GRUPA

Kodeks ravnanja za dobavitelje

Supplier Code of Conduct



Podravka Inc., matično podjetje skupine Podravka, posluje v skladu z Načeli korporativnega upravljanja OECD in Splošno deklaracijo ZN o človekovih pravicah ter podpira največjo svetovno pobudo za trajnostni razvoj in trajnost podjetij, t. i. Globalni dogovor ZN. Podjetje Podravka Inc. je uvedlo standard ISO 26000 o družbeni odgovornosti, pri čemer je uvajanje smernic predmet nenehnega preverjanja, ki ga opravlja neodvisna tretja oseba.

Žito prehrabena industrija d.o.o. (v nadaljevanju: »kupec«) kot del skupine Podravka uporablja spodaj navedena načela družbene odgovornosti in pričakuje, da bodo ista načela upoštevali tudi dobavitelji.

OBSEG IN NAČELA

Ta Kodeks ravnanja velja za vse dobavitelje podjetja **Žito prehrabena industrija d.o.o.** (v nadaljevanju: »dobavitelj« ali »dobavitelji«). Skupina Podravka je zavezana trajnostnemu razvoju na vseh področjih poslovanja in od vseh svojih dobaviteljev pričakuje, da bodo upoštevali in izvajali naslednja načela poslovnega ravnanja, ki temeljijo na Smernicah OECD za večnacionalne družbe in Smernicah OECD za odgovorne kmetijske dobavne verige.

Podravka Inc., the parent company of the Podravka Group, operates in accordance with the OECD Principles of Corporate Governance and the UN Universal Declaration of Human Rights, and supports the world's largest sustainable development and corporate sustainability initiative, the UN Global Compact. Podravka Inc. has implemented the Social Responsibility Guidance Standard ISO 26000, with the guidance implementation being subject to continuous verification by an independent third party.

Žito prehrabena industrija d.o.o. (hereinafter: „Client“), as part of the Podravka Group, implements the principles of social responsibility listed below and expects the Suppliers to adhere to the same principles.

SCOPE AND PRINCIPLES

This Code of Conduct applies to all suppliers of **Žito prehrabena industrija d.o.o.** (hereinafter: „Supplier“ or „Suppliers“). The Podravka Group is committed to sustainable development in all areas of business and expects all its Suppliers to apply and implement the following principles of business conduct, which are based on the OECD Guidelines for Multinational Enterprises and the OECD Guidance for Responsible Agricultural Supply Chains.



1. POSLOVNA ETIKA, SKLADNOST IN TRANSPARENTNOST

Dobavitelj pri svojih poslovnih dejavnostih spoštuje vse mednarodne, nacionalne in lokalne predpise v državah, v katerih posluje, vključno s predpisi, povezanimi s poslovno etiko, preprečevanjem podkupovanja in korupcije, zaščito človekovih pravic, varovanjem okolja, varstvom podatkov, zaupnostjo, zasebnostjo, intelektualno lastnino ter zakonodajo o konkurenci in protimonopolno zakonodajo, ter je transparenten pri svojih odločitvah in dejavnostih, ki vplivajo na družbo in okolje.

Dobavitelj spoštuje najvišje standarde integritete pri vseh poslovnih dejavnostih z ničelno toleranco do korupcije, podkupovanja, izsiljevanja in poneverbe, pri gostoljubju in poslovnih darilih pa ravna razumno in skromno.

Dobavitelj spoštuje tako obvezna protimonopolna pravila kot tudi standarde poštenega poslovanja, oglaševanja in konkurenčnosti.

Dobavitelj pri svojem poslovanju spoštuje pravice intelektualne lastnine ter ravna skladno z zakonodajo o varstvu podatkov in informacijski varnosti pri vsakem zbiranju, shranjevanju, obdelavi in prenosu osebnih podatkov.



2. ČLOVEKOVE PRAVICE

Dobavitelj s svojimi zaposlenimi ravna enako, tj. dostojanstveno in s spoštovanjem, vsem zaposlenim omogoča enake priložnosti in možnosti za zaposlitev in napredovanje ter ne dovoljuje nobene oblike in vrste diskriminacije, nasilja in nadlegovanja na delovnem mestu.

Dobavitelj spoštuje zakonska določila o minimalni starosti za zaposlitev ter ne zaposluje in ne izkorišča otrok. Zaposleni delo opravljajo prostovoljno in v nobenem primeru pod prisilo.

Pogoji zaposlitve, ki jih dobavitelj zagotavlja svojim zaposlenim, so poštene in transparentni, zaposlenim pa sta zagotovljena zdravo in varno delovno mesto in okolje.

Plače zaposlenih so najmanj v skladu z zakonsko določeno minimalno plačo ali minimalno plačo, običajno v panogi.

Dobavitelj spoštuje zakonska določila o delovnem času zaposlenih, vsako nadurno delo pa zaposleni opravljajo prostovoljno in zanj prejmejo pošteno plačilo.

1. BUSINESS ETHICS, COMPLIANCE AND TRANSPARENCY

In its business activities, the Supplier complies with all international, national and local regulations in the countries in which it operates, including regulations relating to business ethics, prevention of bribery and corruption, protection of human rights, environmental protection, data protection, confidentiality, privacy, intellectual property, as well as competition and antitrust laws, and is transparent about its decisions and activities that have an impact on society and the environment.

The Supplier upholds the highest standards of integrity in all business activities with zero tolerance for corruption, bribery, extortion and embezzlement, and acts reasonably and modestly with regard to hospitality and business gifts.

In addition to mandatory compliance with antitrust rules, the Supplier adheres to fair business, advertising and competition standards.

In the conduct of its business, the Supplier respects intellectual property rights and complies with the data protection and information security laws when performing any personal data collection, storage, processing and transfer activities.

2. HUMAN RIGHTS

The Supplier treats its employees equally, with dignity and respect, provides all employees with equal opportunities for and chances of employment and promotion, and does not tolerate any form and type of discrimination, violence and harassment in the workplace.

The Supplier complies with the legal provisions on the minimum age for employment and does not employ or exploit children. Work is conducted on a voluntary basis and forced labour is not used under any circumstances.

The conditions of employment offered by the Supplier to its employees are fair and transparent, and the Supplier ensures a healthy and safe workplace and environment for its employees.

Employees are paid at least the statutory minimum wage or the most common minimum wage in the relevant industry.

The Supplier complies with the legal provisions regarding working hours, while any overtime work is performed on a voluntary basis, and it is fairly compensated.



Dobavitelj spoštuje pravico zaposlenih do ustanavljanja sindikalnih organizacij in pridruženja sindikalnim organizacijam po lastni izbiri ter vključevanja v kolektivna pogajanja.

Dobavitelj pri svojih poslovnih dejavnostih spoštuje zemljo in vire avtohtonih narodov in lokalnih skupnosti.

Dobavitelj ima vzpostavljen učinkovit pritožbeni mehanizem za vse zaposlene in zunanje deležnike, ki bi lahko bili izpostavljeni negativnim učinkom dobaviteljevih poslovnih dejavnosti.

3. OKOLJE

Dobavitelj si pri svojih poslovnih dejavnostih prizadeva doseči pozitiven učinek in zmanjšati vsak negativen vpliv na biotsko raznovrstnost ter ekosisteme, zrak, vodo in tla.

Pri kmetijski proizvodnji dobavitelji uporabljajo samo dovoljene pesticide in zaščitna sredstva v predpisanih in dovoljenih količinah.

Dobavitelj odgovorno in sistematično ravna z odpadki in nevarnimi snovmi ter sprejema vse ukrepe za svoj prispevek h krožnemu gospodarstvu.

Dobavitelj uporablja samo zakonsko dovoljene nevarne materiale, kemikalije in snovi, pri ravnanju z njimi pa uporablja vse potrebne varnostne ukrepe, ki so v skladu s predpisi in proizvajalčevimi priporočili, da prepreči negativen vpliv na okolje in zdravje ljudi.

Dobavitelj je usmerjen v vzpostavitev sistema in procesov, ki izboljšujejo energetske učinkovitost ter zmanjšujejo rabo naravnih virov in zagotavljajo njihovo odgovorno uporabo. Porabo energije sistematično spremlja in beleži, sprejel pa je tudi ukrepe za doseganje energetske učinkovitosti in zmanjšanje izpustov toplogrednih plinov. Dobavitelj meri, spremlja in nadzoruje vse izpuste v zrak in vodo ter jih po potrebi pred izpustom obdela.

Od dobavitelja se v kontekstu tega Kodeksa ravnanja pričakuje, da bo ravnal z dolžno skrbnostjo v skladu z [Uredbo \(EU\) 2023/115 o omogočanju dostopnosti nekaterih primarnih in drugih proizvodov, povezanih s krčenjem in degradacijo gozdov, na trgu Unije in njihovem izvozu iz Unije](#) (EUDR), kadar to velja za dobaviteljevo dejavnost.

The Supplier respects the right of employees to form and join trade unions of their own choosing and to bargain collectively. In its business activities, the Supplier respects the land and resources of indigenous peoples and local communities.

The Supplier has established an effective grievance mechanism for all employees and external stakeholders who may be exposed to negative impacts of its business activities.

3. ENVIRONMENT

In its business activities, the Supplier strives to achieve a positive impact and minimize any negative impact on biodiversity and ecosystems, air, water and soil.

In agricultural production, the Suppliers only use permitted pesticides and plant protection products in prescribed and permitted quantities.

The Supplier handles waste and hazardous substances responsibly and systematically and makes every effort to contribute to achieving a circular economy.

The Supplier only uses legally permitted hazardous materials, chemicals and substances, taking all necessary safety measures in their handling, in accordance with the regulations and manufacturers' recommendations, to prevent negative impacts on the environment and human health.

The Supplier focuses on setting up systems and processes that improve energy performance and reduce consumption and ensure responsible use of natural resources. Energy consumption is systematically monitored and recorded, and measures are taken to achieve energy efficiency and reduce greenhouse gas emissions. All emissions to air and water are measured, monitored and controlled by the Supplier and, if necessary, treated prior to discharge.

In the context of this Code of Conduct, the Supplier is expected to exercise due diligence in accordance with [Regulation \(EU\) 2023/115 on the making available on the Union market and the export from the Union of certain commodities and products associated with deforestation and forest degradation](#) (EUDR) where applicable to the Supplier's activity.





4. DOBROBIT ŽIVALI

Od dobaviteljev mleka, mlečnih izdelkov, mesa in jajc ter ribjih surovin se pričakuje odgovorno ravnanje z živalmi na način, da so vse surovine in izdelki živalskega izvora, prodani kupcu, oziroma uporabljeni pri izdelavi izdelkov, prodanih kupcu, popolnoma skladni z vsemi veljavnimi lokalnimi zakoni in predpisi, povezanimi z dobrobitjo živali.

Dobavitelji ribjih surovin spoštujejo predpise, povezane z ribolovnimi kvotami, pri svojih dejavnostih ne lovijo ogroženih ali zaščitene vrste, ne opravljajo nezakonitega, nereguliranega in/ali neprijavljene ribolova ter ne izvajajo dejavnosti v zaščitene in/ali občutljivih habitatih.

MEHANIZMI IZVAJANJA, NADZORA IN POROČANJA

Skupina Podravka od svojih dobaviteljev pričakuje ravnanje z dolžno skrbnostjo, prepoznavanje tveganj v dobavni verigi in sprejemanje ustreznih ukrepov z namenom odkrivanja, preprečevanja in odprave negativnih vplivov v kontekstu načel tega Kodeksa. V primeru suma kršenja navedenih načel od dobaviteljev pričakuje, da bodo kupca nemudoma obvestili o prepoznanih tveganjih in sprejetih ukrepih.

Poleg spoštovanja teh načel od dobaviteljev pričakuje, da bodo spoštovali vse lokalne zakone in predpise.

V primeru razlik med vsebino teh načel in lokalnih zakonov so dobavitelji dolžni spoštovati strožje zahteve.

Ravnanje v skladu s temi načeli je mogoče dokazati na naslednje načine:

- a)** s potrditvijo skladnosti z ustreznimi standardi ISO ali izdanimi certifikati;
- b)** s članstvom v organizaciji SEDEX ali drugi ustrezni organizaciji, ki spodbuja družbeno odgovornost;
- c)** z izjavo o ravnanju z dolžno skrbnostjo v skladu z Uredbo (EU) 2023/115;
- d)** z notranjimi akti dobaviteljev o zaščiti okolja, družbeno odgovornem poslovanju in uporabi načel trajnosti pri poslovnih dejavnostih.

4. ANIMAL WELFARE

Suppliers of milk, dairy products, meat and eggs, and fish raw materials are expected to treat animals responsibly, ensuring that all raw materials and products of animal origin sold to the Buyer, or used in the production of products sold to the Buyer, fully comply with all applicable local laws and regulations related to animal welfare.

Suppliers of fish raw materials comply with regulations related to fishing quotas, refrain from fishing endangered or protected species in their activities, do not engage in illegal, unregulated and/or unreported fishing, and refrain from carrying out activities in protected and/or sensitive habitats.

IMPLEMENTATION, CONTROL AND REPORTING MECHANISMS

The Podravka Group expects its Suppliers to exercise due diligence and to identify supply chain risks and take appropriate measures with the aim of detecting, preventing and correcting negative impacts in the context of the principles of this Code. In case of a suspected violation of the above principles, the Supplier is expected to promptly inform the Buyer of the identified risks and the measures taken.

In addition to adhering to these principles, the Suppliers are required to comply with all local laws and regulations.

If there are differences between the contents of these principles and local laws, the Suppliers shall comply with the more stringent requirements.

Adherence to these principles can be demonstrated by:

- a)** statement of compliance with the relevant ISO standards or issued certificates;
- b)** Membership in SEDEX or another suitable organisation that promotes social responsibility;
- c)** Due diligence statement in accordance with Regulation (EU) 2023/115;
- d)** Internal acts of the Supplier regarding environmental protection, corporate social responsibility and the application of the principles of sustainability in business activities.



Kupec bo opravil oceno dobavitelja z namenom oceniti skladnost z načeli poslovnega vedenja, navedenimi v tem Kodeksu ravnanja, s čimer se dobavitelj strinja.

Sprejetje tega Kodeksa ravnanja je sestavni del meril za letno vrednotenje dobaviteljev.

Če odkrije kršenje načel iz tega Kodeksa, bo kupec o tem pisno obvestil dobavitelja v roku meseca dni ter določil ustrezen rok, v katerem mora dobavitelj svoje ravnanje uskladiti s temi načeli. Če je kršitev posledica dobaviteljevega ravnanja in je zato nadaljevanje pogodbenega razmerja za kupca nesprejemljivo, je pogodbeno razmerje z dobaviteljem mogoče prekiniti na podlagi izjemnih okoliščin.

S podpisom tega Kodeksa ravnanja se dobavitelj zavezuje, da bo ravnal odgovorno in spoštoval navedena načela. Dobavitelj se zavezuje, da bo vsebino tega Kodeksa na razumljiv način predstavil svojim zaposlenim, izvajalcem in podizvajalcem ter da bo sprejel vse ustrezne ukrepe za izpolnjevanje navedenih načel v svoji dobavni verigi.

The Buyer will conduct a supplier assessment to assess compliance with the principles of business conduct set forth in this Code of Conduct, and the Supplier agrees thereto.

Acceptance of this Code of Conduct is an integral part of the criteria for the annual evaluation of suppliers.

If a violation of the principles of this Code is found, the Buyer shall notify the Supplier thereof in writing within 1 month and set an appropriate deadline for aligning the Supplier's conduct with these principles. If the breach arises due to the Supplier's fault and the continuation of the contractual relationship is therefore unacceptable for the Buyer, the contractual relationship with the Supplier may be terminated without notice.

By signing this Code of Conduct, the Supplier undertakes to act responsibly and adhere to the above principles. The Supplier undertakes to communicate the contents of this Code to its employees, contractors and subcontractors in an understandable manner and to take all necessary measures to comply with the above principles in its supply chain.





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Ustvarjamo okusnejši svet.
Vedno s srcem.