

Code of Conduct Suppliers

Date of entry into force: 10.07.2024
Version: 1.0

CONTENT:

1. Introduction.....	3
2. Scope of application	3
3. Sustainability requirements	3
3.1 Human rights	3
3.2 Work standards.....	3
3.3 Environmental protection	4
3.4 Fight against corruption	4
3.5 Selection of suppliers.....	5
4. Duty to provide information.....	5
5. Violations of the sustainability requirements	5

1. Introduction

The FH Upper Austria is aware of its responsibility for the health and safety of people and is committed to the preservation of natural resources, the conservation of resources and the preservation of regionality (see §12 FH Upper Austria Code of Conduct).

Environmental, social and corporate governance aspects play a role not only in the direct sphere of activity of the FH Upper Austria, but also throughout the entire supply chain.

Accordingly, the FH Upper Austria has defined sustainability requirements for its suppliers, which are explained in more detail below.

2. Scope of application

Suppliers undertake to contractually pass on the sustainability requirements to their own suppliers who indirectly affect contractual relationships with FH Upper Austria. As far as possible, suppliers must ensure that the sustainability requirements are passed on and complied with in their supply chain.

The FH Upper Austria reserves the right to check compliance with the sustainability requirements by suitable and appropriate means before awarding the contract or during the business relationship on a random or ad hoc basis (in compliance with the relevant legal provisions, in particular with regard to data protection).

3. Sustainability requirements

Suppliers must ensure compliance with minimum social protection (in accordance with Art. 3 in conjunction with 18 EU Taxonomy Regulation). These requirements are reflected in the 10 universal principles of the “UN Global Compact” in the areas of human rights, labor standards, environmental protection and anti-corruption. These principles, as well as additional provisions, form the principles of the sustainability requirements of the FH Upper Austria.

3.1 Human rights

- Principle 1:
Businesses should support and respect the protection of internationally proclaimed human rights within their sphere of influence; and
- Principle 2:
ensure that they are not complicit in human rights abuses.

3.2 Work standards

- Principle 3:
Companies should uphold the freedom of association and the effective recognition of the right to collective bargaining, as well as stand up for

- Principle 4:
the elimination of all forms of forced labor,
- Principle 5:
the abolition of child labor and
- Principle 6:
the elimination of discrimination in employment and occupation.

Furthermore, health and safety in the workplace must be guaranteed and the relevant legal regulations must be complied with (e.g. fire protection measures, emergency plans, first aid services, etc.).

Furthermore, suppliers must ensure that their employees receive appropriate remuneration that is in line with the applicable reference values or collective agreements.

3.3 Environmental protection

- Principle 7:
Businesses should support a precautionary approach to environmental challenges,
- Principle 8:
take initiatives to create a greater sense of environmental responsibility, and
- Principle 9:
promote the development and diffusion of environmentally friendly technologies.

In addition to the use of renewable resources, resource efficiency (efficient use of energy, water and raw materials) plays a special role in the area of environmental protection. Suppliers must be aware of the importance of this and implement the careful use of resources to minimize environmental damage. Suppliers act in an effort to minimize greenhouse gas emissions that pose a threat to the environment and health.

Suppliers must also take appropriate measures and precautions to avoid waste, recycle and dispose of waste in a safe and environmentally friendly manner. The Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal must be complied with.

3.4 Fight against corruption

- Principle 10:
Businesses should work against corruption in all its forms, including extortion and bribery.

The FH Upper Austria expects its suppliers to act in an ethically and legally impeccable manner. This includes, for example, compliance with applicable competition and antitrust regulations as well as laws regarding the import and export of goods, including compliance with sanctions lists. Donations/sponsoring activities on the part of suppliers for the purpose of influencing procurement decisions of the FH Upper Austria as well as donations on the part of suppliers that cause unacceptable conflicts of interest are not permitted.

3.5 Selection of suppliers

When selecting suppliers, geographical proximity also plays a role for the FH Upper Austria in order to minimize the ecological footprint. The focus on “regionality” should be realized across the entire supply chain as far as possible.

The FH Upper Austria prefers to award contracts to suppliers who see it as their mission to continuously improve their business practices with regard to sustainability and to drive innovation in this regard.

The FH Upper Austrian expects its suppliers to implement appropriate risk management to ensure security of supply (e.g. with energy) and to manage price and quality risks.

4. Duty to provide information

Suppliers who deliver products or services to the FH Upper Austria provide information on request about the total energy consumption in MWh and CO₂ emissions in tons (Scope 1, 2 and 3) at product or service level so that the FH Upper Austria can improve its environmental performance indicators.

Suppliers document information about their business activities, working methods, health, safety and environmental protection measures. This information can be requested by FH Upper Austria if necessary and must be passed on, as far as legally permissible, in order to identify sustainability risks in the supply chain or so that FH Upper Austria can fulfill its legal obligations regarding sustainability reporting.

Each supplier shall ensure that a suitable complaints procedure exists for its company (anonymous, confidential option for submitting a complaint, e.g. whistleblower system).

5. Violations of the sustainability requirements

In the event of a breach of the sustainability requirements, the FH Upper Austria will react depending on the severity of the breach: This may, for example, be a request to the supplier to initiate improvement measures, exclusion from new orders or termination of the existing contractual relationship through to taking legal action in the event of violations of the law.