

# Policy for responsible business conduct - Artisti AS

*Passed by Artisti AS board. Last modified March 11, 2026.*

## Introduction

Artisti AS works to have sustainable business practices that respect people, society and the environment. This policy document, including principles for sustainable business practices, forms the basis for our sustainability work.

Artisti AS considers sustainable business practices to be a prerequisite for sustainable development, which means that today's generations meet their needs without destroying the ability of future generations to meet theirs. The UN Sustainable Development Goals are the world's common action plan for sustainable development. Artisti AS is actively working with the sustainability goals. Through ISO certifications, we cover 12 of the 17 sustainability goals. How we work with this is described in more detail in our sustainability report, which is available on our website.

As a member of Ethical Trade Norway, Artisti AS is committed to working actively with due diligence assessments for sustainable business practices. Due diligence assessments are a risk-based approach to respecting and safeguarding people, society and the environment in our own operations and throughout the supply chain. We expect our suppliers and partners to follow the same approach.

Artisti AS has also developed thematic policies that elaborate on our work within the environment, labor and human rights and anti-corruption.

## Scope

This policy applies to:

- All employees of Artisti AS
- The board and management of Artisti AS
- Temporary employees and hired resources
- Suppliers, manufacturers and other business partners where relevant

Artisti AS expects our suppliers and partners to comply with the principles in this policy, in line with our supplier requirements and Supplier Code of Conduct.

## Implementation and follow-up

The policy is implemented through internal procedures, employee training, supplier requirements and due diligence assessments in line with the OECD Guidelines for Responsible Business.

The policy is reviewed at least every two years and updated as needed.

## Requirements - own business

Artisti AS acknowledges that our business conduct can potentially have negative impact on people, society and the environment. At the same time, we see the potential to contribute to positive development in the supply chain. With this in mind, we have compiled the following principles and criteria guiding our own business:

### Due diligence

Artisti AS shall conduct due diligence for responsible business conduct. This involves; conducting risk assessments to identify potential negative impact on people, society and the environment and to stop, prevent and reduce such impact. The measures put in place are monitored and their effect evaluated. The measures are communicated to those affected by our actions. If our activities are found to cause or contribute to negative impact on people, society or the environment, we will stop the activities and seek to provide remedy. If our supplier is responsible for the negative impact, the supplier is responsible for providing remedy.<sup>1</sup>

### Responsible purchasing practices

Artisti AS considers responsible purchasing practices to be one of our most important tools for responsible business conduct. Artisti AS shall adapt our purchasing practices in order to strengthen, and not undermine, our suppliers' ability to deliver on our requirements related to people, society and the environment. We strive towards lasting supplier relationships with suppliers who show a particular willingness and ability to create positive developments in the supply chain.

### Freedom of association and worker representation

Artisti AS supports the right to freedom of association and other forms of democratically elected worker representation. We shall involve worker representatives and other relevant stakeholders in our work with responsible business conduct.

### Supplier development and partnership

In dialogue with suppliers, we will consider, if needed, to contribute with capacity building or resources that enable our suppliers to comply with Artisti AS's requirements related to responsible business conduct. This way we lay the foundation for collaboration with suppliers that show the willingness and ability to work on positive development for people, society and the environment in the supply chain.

### Anti-corruption

Artisti AS, including all employees, shall never offer or receive illegal or inappropriate monetary gifts or other remuneration to achieve private or business benefits in their own interest or in the interest of customers, agents or suppliers. This is declared in our document "Artisti AS – Anti-corruption policy and guidelines".

### Countries affected by trade boycott

Artisti AS, including all our suppliers and partners, shall avoid trading with partners that have activities in countries where a trade boycott is imposed by the UN and/or Norwegian Government authorities.

### Artisti's work with the UN's Sustainable Development Goals

Artisti undertakes to work actively with measures and objectives on 3 of the UN's sustainability goals.



Sustainability goal no. 5:

---

<sup>1</sup> OECD, «Due Diligence Guidance for Responsible Business Conduct», 2018.

Artisti must be a driving force for an inclusive working life, and we promote diversity. We believe this creates an extra dynamic and contributes to creativity.

Artisti has zero tolerance towards discrimination, harassment and bullying.

**Objective:** Artisti must have a minimum of 40% women on the board, and women stand on an equal footing with men.

Sustainability goal no. 8:

Artisti's employees must always feel safe at work and we must be an attractive employer. There must be an orderly working relationship, with clear guidelines and remuneration, and everyone must be seen and heard.

We will continue our values in the supply chain, and we will play as a team with our suppliers. We shall implement a responsible and decent purchasing policy which entails fair prices for products, and we shall not push for production time.

**Objective:** Artisti will carry out 5 - 10 factory visits in China annually, with on-site audits of working conditions and social conditions.

**Objective:** All manufacturers who supply to Artisti must hold a valid BSCI or equivalent, with minimum level C.

**Objective:** All producers who supply Artisti must sign our Supplier Code of Conduct.

Sustainability goal no. 12:

Artisti will show responsibility in consumption and production by choosing more environmentally friendly products and materials and we will strengthen our purchasing practices through training programmes.

We shall ensure the recycling of textile materials for ourselves and our customers through recycling programmes, and we shall increase the recycling of our own waste. We do this through changes in waste management in our own premises, as well as recycling of IT equipment via the Foxway system.

**Objective:** 100% of the purchasing department must have undergone training in sustainable purchasing practices by 2025.

**Objective:** Artisti will sustain a low energy usage per m<sup>2</sup> compared to similar office buildings in Oslo.

Through our ISO certifications in NS-EN ISO 14001:2015 and NS-EN ISO 9001:2015, we cover 12 of 17 sustainability goals.

### **Requirements - conditions in the supply chain**

We expect our suppliers and partners to work focused and systematically to comply with our guidelines for suppliers, hereunder our code of conduct, that covers fundamental requirements on human rights, labor rights, anti-corruption, animal welfare and the environment. Our suppliers shall:

- Follow our guidelines for suppliers (CoC, available on our website), hereunder the code of conduct.
- Conduct due diligence for responsible business conduct. This involves conducting risk assessments to identify potential negative impact on people, society and the environment and to stop, prevent and reduce such impact. The measures put in place must be monitored and their effects evaluated. The measures taken must be communicated to those affected by your actions. If the supplier is responsible for the negative impact/damage, they are responsible for providing remedy.<sup>2</sup>
- Show willingness and ability to continuous improvement for people, society and the

---

<sup>2</sup> OECD, «Due Diligence Guidance for Responsible Business Conduct», 2018.

- environment through collaboration.
- At the request of (company's name) be able to document how they, and potential subcontractors, work to comply with the guidelines.

If the supplier, after several requests by Artisti AS, does not show the willingness or ability to comply with the guidelines for suppliers, the contract may be cancelled.

## **Principles for responsible business conduct (Code of Conduct)**

These principles for responsible business conduct are based on UN and ILO conventions and provide minimum, not maximum standards. The relevant legal framework at the place of production shall be respected. Where national laws and regulations address the same subjects as these guidelines, the most stringent shall apply.

### **1. Forced and compulsory labor (ILO Conventions Nos. 29 and 105)**

- 1.1. There shall be no forced, bonded or involuntary prison labor.
- 1.2. Workers shall not be required to lodge deposits or identity papers with their employer and shall be free to leave their employer after reasonable notice.

### **2. Freedom of Association and the Right to Collective Bargaining (ILO Conventions Nos. 87, 98, 135 and 154)**

- 2.1. Workers, without distinction, shall have the right to join or form trade unions of their own choosing and to bargain collectively. The employer shall not interfere with, obstruct, the formation of unions or collective bargaining.
- 2.2 Workers' representatives shall not be discriminated and shall have access to carry out their representative functions in the workplace.
- 2.3 Where the right to freedom of association and/or collective bargaining is restricted under law, the employer shall facilitate, and not hinder, the development of alternative forms of independent and free workers representation and negotiations.

### **3. Child Labour (UN Convention on the Rights of the Child, ILO Conventions Nos. 138, 182 and 79, and ILO Recommendation No. 146)**

- 3.1. The minimum age for workers shall not be less than 15 and comply with the national minimum age for employment, or; the age of completion of compulsory education, whichever of these is higher. If local minimum is set at 14 years in accordance with developing country exceptions under ILO Convention 138, this lower age may apply.
- 3.2. There shall be no recruitment of child labor defined as any work performed by a child younger than the age(s) specified above.
- 3.3. No person under the age of 18 shall be engaged in labor that is hazardous to their health, safety or morals, including night work.
- 3.4. Policies and procedures for remediation of child labor prohibited by ILO conventions no. 138 and 182, shall be established, documented, and communicated to personnel and other interested parties. Adequate support shall be provided to enable such children to attend and complete compulsory education.

### **4. Discrimination (ILO Conventions Nos. 100 and 111 and the UN Convention on Discrimination Against Women)**

- 4.1. There shall be no discrimination at the workplace in hiring, compensation, access to training, promotion, termination or retirement based on ethnic background, caste, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.
- 4.2. Measures shall be established to protect workers from sexually intrusive, threatening, insulting or exploitative behavior, and from discrimination or termination of employment on unjustifiable grounds, e.g. marriage, pregnancy, parenthood or HIV status.

## **5. Harsh or Inhumane Treatment (UN Covenant on Civil and Political Rights, Art. 7)**

5.1. Physical abuse or punishment, or threats of physical abuse, sexual or other harassment and verbal abuse, as well as other forms of intimidation, is prohibited.

## **6. Health and Safety (ILO Convention No. 155 and ILO Recommendation No. 164)**

6.1. The working environment shall be safe and hygienic, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Hazardous chemicals and other substances shall be carefully managed. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in, the course of work, by minimizing, so far as is reasonably practicable, the causes of hazards inherent in the working environment.

6.2. Workers shall receive regular and documented health and safety training, and such training shall be repeated for new or reassigned workers.

6.3. Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.

6.4. Accommodation, where provided, shall be clean, safe and adequately ventilated, and shall have access to clean toilet facilities and potable water.

## **7. Wages (ILO Convention No. 131)**

7.1. Wages and benefits paid for a standard working week shall as minimum meet national legal standards or industry benchmark standards, whichever is higher. Wages should always be enough to meet basic needs, including some discretionary income.

7.2. All workers shall be provided with a written and comprehensible contract outlining their wage conditions and method of payments before entering employment.

7.3. Deductions from wages as a disciplinary measure shall not be permitted.

## **8. Working Hours (ILO Convention No. 1 and 14)**

8.1. Working hours shall comply with national laws and benchmark industry standards, and not more than prevailing international standards. Weekly working hours should not on a regular basis be more than 48 hours.

8.2. Workers shall be provided with at least one day off for every 7-day period.

8.3. Overtime shall be limited and voluntary. Recommended maximum overtime is 12 hours per week, i.e. that the total working week including overtime shall not exceed 60 hours. Exceptions to this are accepted when regulated by a collective bargaining agreement.

8.4. Workers shall always receive overtime pay for all hours worked over and above the normal working hours (see 8.1 above), minimum in accordance with relevant legislation.

## **9. Regular Employment (ILO Convention No. 95, 158, 175, 177 and 181)**

9.1. Obligations to employees under international conventions, national law and regulations concerning regular employment shall not be avoided through the use of short-term contracting (such as contract labor, casual labor or day labor), sub-contractors or other labor relationships.

9.2. All workers are entitled to a contract of employment in a language they understand.

9.3. The duration and content of apprenticeship programs shall be clearly defined.

## **10. Marginalized Populations (UN Covenant on Civil and Political Rights, art. 1 and 2)**

10.1. Production and the use of natural resources shall not contribute to the destruction and/or degradation of the resources and income base for marginalized populations, such as in claiming large land areas, use of water or other natural resources on which these populations are dependent.

## **11. Environment**

11.1. Negative impact on the environment shall be reduced throughout the value chain. In line with the precautionary principle, measures shall be taken to continuously minimize greenhouse

gas emissions and local pollution, the use of harmful chemicals, pesticides, and to ensure sustainable resource extraction and management of water, oceans, forest and land, and the conservation of biodiversity.

11.2. National and international environmental legislation and regulations shall be respected, and relevant discharge permits obtained.

## 12. Corruption

12.1. Corruption in any form is not accepted, including bribery, extortion, kickbacks and improper private or professional benefits to customers, agents, contractors, suppliers or employees of any such party or government officials.

## 13. Animal welfare

13.1 Animal welfare shall be respected. Measures should be taken to minimize any negative impact on the welfare of livestock and working animals.

13.2 National and international animal welfare legislation and regulations shall be respected.

## 14. Management systems of suppliers

The management system is a key to the implementation of the code of conduct.

Artisti AS emphasizes the importance of suppliers having systems that support such implementation. Artisti AS' expectations in this regard are summed up in the following measures:

- The supplier should make a centrally placed employee responsible for the implementation of the code of conduct in the supplier's business.
- The supplier must make the code of conduct known in all relevant parts of its organization.
- The supplier must obtain Artisti AS' consent prior to outsourcing production or parts of production to a sub-supplier/contractor if this has not been agreed in advance.

Document version log:

Date	Changes applied	Responsible
13.04.2021	Changes in format	Monica Nilsen
24.11.2023	Name change – Artisti Profil AS -> Artisti AS	Monica Nilsen
25.06.2024	Added SGS goals and objectives	Monica Nilsen
11.03.2026	Clarifications introduction, scope and implementation	Monica Nilsen