

# Supplier Code of Conduct

## Code of Conduct for Suppliers of Šiaulių bankas AB and Group Companies

Šiaulių bankas and its Group companies (“**Bank**”) in their business activities pay great attention to obligations related to environmental requirements, social responsibility, employee safety and health, business ethics and governance, continuously improve their activities, raise standards higher than those set out in the regulatory environment, and, therefore, have the expectation that the Suppliers/Sub-suppliers (“**Supplier(s)**”) with whom they cooperate in the course of procurement will observe the same or similar obligations and/or the standards.

This Supplier Code of Conduct (“**Code**”) reflects the Bank’s aim to enhance sustainable cooperation with Suppliers by promoting professional, fair and legitimate business practices, including environmental, social responsibility and business ethics and governance. This Code sets out the **minimum** obligations and/or standards of business conduct and ethics that the Bank expects from its Suppliers.

## Environmental

- Conduct business in compliance with all mandatory EU and national environmental legislation and regulations.
- Reduce or seek to reduce the amount of carbon dioxide (CO<sub>2</sub>) emitted into the environment or otherwise minimise adverse environmental impacts (i.e. actively conserve natural resources, incorporate energy efficiency, eco-friendliness and/or otherwise contribute to reducing the impact of climate change in the provision of services or the development of goods) and develop a responsible approach to environmental protection among its employees.
- Use renewable energy sources in their activities wherever possible.
- Have an ESG/Sustainability policy or strategy in place and are able to provide the Bank with an ESG/Sustainability Report or other similar document that reflects the Supplier’s sustainable practices (*applicable to those Suppliers for whom the relevant ESG/Sustainability policies or reports are mandatory under the Supplier’s regulatory framework*).



# Social responsibility

Supplier(s):

In the course of their activities, respect and protect human rights and freedoms, promote democratic values, and respect the principles of human rights and freedoms set out in the [UN General Assembly's Universal Declaration of Human Rights](#) and the [United Nations Global Compact](#).

- Promote employee diversity, are guided by the principle of equal opportunities (non-discrimination), and not tolerate any form of discrimination on the grounds of age, gender, race, nationality, citizenship, ethnicity, language, origin, social status, religion, faith, beliefs, opinions, age, sexual orientation, state of health, marital or family status, membership of a political party or an association, and any other values protected by law. We expect the Supplier to have an equal opportunities policy or other document of a similar nature if it is required by law.
- Not tolerate harassment, violence, humiliation or bullying in any form.
- Prohibit corporal punishment and forced labour in their activities.
- Respect the right to privacy of their employees, customers and other persons and handle personal data in accordance with the legal requirements.
- Ensure a safe and healthy working environment for their employees, and comply with legislation relating to the safety and health of employees and the provision of adequate working conditions.
- Responsibly comply with legislation on wages, overtime, rest and working time.
- Recognise the right of their employees to form and join trade unions or similar employee representation organisations.
- Have measures in place to enable employees to report breaches of the law and protect employees who report breaches of the law from any adverse consequences, hostile treatment or retaliation.



# Business ethics and governance

## Supplier(s):

- Comply with the principles of ethical and responsible business conduct and maintain transparent, harmonious and cooperative business relationships.
- Not tolerate bribery, influence peddling, abuse of power/office, fraud and other criminal activities of a corrupt nature; we expect the Supplier to have a clear policy or rules against all forms of corruption.
- Not tolerate nepotism, cronyism, money laundering and terrorist financing, non-compliance with international financial sanctions, illegal lobbying and other illegal activities of an unacceptable nature.
- Not engage in any form of illegal agreements, transactions or meetings that restrict fair competition, or enter into any form of cartel with competitors.
- Keep accurate and fair records of all economic transactions and events in strict compliance with all applicable laws and business accounting standards.
- Not tolerate falsification of documents, ensure that documents comply with applicable legal requirements and are properly filed and stored.





# Monitoring compliance with the Supplier Code and responsibility

The Bank expects Suppliers to take the necessary steps to ensure compliance with the provisions of the Code in all areas of their activities, in all departments.

The Code is approved by the Bank's Management and is publicly available on the Bank's website [www.sb.lt](http://www.sb.lt).

Suppliers shall inform the Bank of cases of non-compliance with the principles of this Code or potential risks.

The Bank facilitates and encourages the reporting of observed breaches of the Code on the Bank's website ([www.sb.lt](http://www.sb.lt)) under "Report violations of law, fraud and ethics".

In order to ascertain the Supplier's compliance with the requirements of this Code, the Bank may carry out assessments and reviews, request the Supplier for information, explanations and evidence of the Supplier's implementation of and compliance with the provisions of this Code.

The Supplier shall make the information requested by the Bank available to the representatives of the Bank.

The Supplier shall take active measures to address any non-compliance with the requirements of this Code identified or observed by itself, the Bank or other third parties, and shall endeavour to rectify them.

If the Supplier provides the Bank with incorrect information, avoids rectifying the identified non-compliances or if it becomes apparent that the breaches committed or the identified non-compliances cannot be rectified, the Bank reserves the right to assess the consequences of such behaviour of the Supplier in accordance with the contract concluded with the Bank, including the right to terminate the business relationship with the Supplier.

The Supplier shall be solely responsible for all costs incurred in complying with the Code.

