

Supplier Code of Conduct

The Swiss Red Cross Association (SRC) attaches great importance to responsible and sustainable procurement. It works exclusively with contractual partners who also guarantee sustainability in an economic, social and ecological sense across the entire value chain and thus ensure transparent supply chains.

This Code of Conduct defines non-negotiable minimum expectations that suppliers and sub-suppliers (including their parent, subsidiary and group companies, as well as their upstream suppliers and other third parties) must observe and comply with when conducting business transactions with the SRC. This document supports the ongoing implementation of our commitment to comply with national and international regulatory provisions and standards. In addition, the Code of Conduct is intended to make (potential) suppliers to the SRC aware of sustainability aspects and encourage them to bridge any existing gaps.

The Code of Conduct is based in particular on the regulatory provisions in Art. 964 of the Swiss Code of Obligations, the Sustainable Development Goals (SDG) in Agenda 2030 of the United Nations, and the Core Labour Standards of the International Labour Organization (ILO). It covers ethical, social and ecological principles.

Acceptance of the Code of Conduct is required for every supplier agreement with the SRC. As such, suppliers undertake to ensure that all of their processes are subject to the provisions of this Code of Conduct. In some areas, the Code of Conduct supplements the legal framework but does not replace it.

Provisions

Compliance with applicable law

The SRC expects its suppliers to comply with all applicable laws and provisions, in particular the national and international laws applicable in Switzerland, and strive to follow recognized industry standards and best practices.

Suppliers have all of the required licences, registrations and approvals, meet their reporting obligations and ensure that they run their business in accordance with the principles of free and fair competition in line with competition law.

Suppliers adhere to all applicable trade and economic sanctions across their entire business operations. They ensure that their services and goods meet the applicable laws and regulatory requirements in terms of export/import regulations (export, import or transit of goods), including sanctions and embargoes. They notify the SRC immediately in writing as soon as they become aware of any restrictions or provisions that fall under this principle.

Integrity of business conduct

Suppliers are obliged to comply with all ethical trade laws and regulations that apply in the countries of production.

Corruption, bribery, money laundering, extortion, embezzlement and kickbacks are not tolerated in any form. Employees of government authorities or competing parties from the private sector must not be offered, granted or promised any unlawful gifts to influence official negotiations or gain an unfair advantage.

Suppliers undertake not to promote money laundering or the financing of terrorism either directly or indirectly, and ensure within the framework of their business operations that the applicable legal provisions are adhered to.

When providing services as a representative of – and therefore in the name of and on behalf of – the SRC, be this on site in SRC's premises or at another location, suppliers are obliged to conduct themselves in line with the basic principles of the International Red Cross and Red Crescent Movement in accordance with the Statutes (ifrc.org).

Conflicts of interest

Suppliers confirm that they will declare any existing and/or potential conflicts of interest to the SRC.

Conflict minerals

Suppliers adhere to the applicable national and international laws and the resulting due diligence and reporting obligations with regard to the processing of minerals or metals from conflict-affected and high-risk areas.

Environment

Reduction of emissions and resource consumption

Suppliers use raw materials, energy, water and other natural resources in a responsible, economical and sustainable manner and try to optimize their use. In doing so, they continuously take into account the environmental impact of their business activities and products throughout their entire life cycle and take measures to minimize actual or potential environmental impacts.

Suppliers strive to use sustainable, advanced technologies that pollute the environment with as little in the way of emissions as possible.

Dealing with hazardous substances

All applicable laws and regulations regarding prohibitions or restrictions on certain substances must be complied with. Chemical and other hazardous substances that endanger the environment if released are labelled accordingly, used correctly and, at the end of their life cycle, disposed of in accordance with regulations and in an environmentally friendly way.

Potentially severe environmental impacts resulting from products or services offered must be identified, checked and reduced to an acceptable level or, where possible, completely eliminated in accordance with recognized environmental management systems.

Social responsibility

Health and safety of employees

Suppliers ensure compliance with the occupational health and safety regulations applicable at the place of performance. They undertake to ensure a safe and hygienic work environment and guarantee appropriate occupational safety in line with the potential dangers. They treat their employees fairly, and respect their dignity, privacy and personality. They ensure that there is no impairment of physical or mental integrity at the workplace; this includes sexual harassment, abuse and corporal punishment.

Fair working hours and wages

Suppliers guarantee appropriate working hours that meet legal requirements (including regulations regarding overtime, breaks, rest and holiday periods, as well as maternity and paternity leave), protect the health and safety of employees and ensure fair remuneration in accordance with national law.

When providing services in Switzerland, the provisions of the equal treatment of women and men with regard to equal pay must be observed and confirmed.

No discrimination

All employees must be treated with respect and dignity, regardless of gender, ancestry, social background, ethnic and national origin, language, religion, political beliefs, trade union membership, age, marital status, sexual orientation, family obligations, family status, pregnancy or illness. Employees must not be subjected to any form of violence, harassment, inhuman or degrading treatment in the workplace or the threat of violence and abuse (including verbal, physical, sexual, economic or psychological abuse). Furthermore, suppliers are encouraged to provide services that take inclusion into account, are barrier-free and can therefore also be used by people with disabilities.

Prohibition of child labour

Child labour violates children's rights worldwide and is prohibited. Suppliers therefore undertake not to employ any person who has not yet reached the minimum age of 15 years old. When employing young people who have reached the age of 15, it must be possible to prove that they are not exposed to excessive physical risks as a result of their employment to prevent associated physical, mental or emotional impairments.

Prohibition of prison, forced and slave labour

Any form of slavery, forced labour, compulsory labour, human trafficking or involuntary labour – including state mandated forced labour – is prohibited.

No illegal work

Any form of illegal work is prohibited. Illegal work means the disregard of various forms of work-related reporting and licence requirements. The ban applies to both self-employed people and those providing services within the context of an employment relationship.

Freedom of assembly and of association

Suppliers recognize the right of employees to unionize or join an association of their choice without restrictions or consequences, to assemble freely, to have employee representatives and to act collectively, as long as this is in line with applicable laws. Suppliers refrain from exerting any kind of influence on the foundation, activities or administration of labour organizations in accordance with the applicable legal provisions.

If the right to freedom of association and collective bargaining is restricted by law, employers may not obstruct other forms of collective bargaining.

Other provisions

Scope

The scope of the SRC Supplier Code of Conduct covers every business and/or contractual relationship with the Swiss Red Cross Association. As such, this automatically forms an integral part of every contract between the Swiss Red Cross Association and its suppliers. By entering into a contractual relationship with the Swiss Red Cross Association, suppliers confirm that they have read and understood the SRC Supplier Code of Conduct and that they will observe and comply with the requirements defined therein.

Compliance with the Supplier Code of Conduct

Suppliers to the SRC use suitable systems and effective processes to ensure compliance with this Supplier Code of Conduct. They ensure that their sub-contractors and own suppliers also comply with the Supplier Code of Conduct.

Compliance with legal requirements and associated due diligence and reporting obligations is ensured at all times.

Checks

The SRC may check at any time whether suppliers are complying with the requirements in accordance with this Code of Conduct by requesting relevant information and documents. The same applies to a request for self-assessment with regard to compliance with the Supplier Code of Conduct.

Rectification of defects and right of termination

Violations of the Supplier Code of Conduct must be disclosed to the SRC and rectified within a reasonable period of time by means of appropriate corrective measures.

In the event of serious violations of the Supplier Code of Conduct, the SRC reserves the right to terminate the contractual relationship with the supplier for good cause.

Reporting violations

The responsible contact person at the SRC must be notified if there is suspicion of a violation of regulations, laws and the SRC Supplier Code of Conduct. The report can also be made confidentially via the online channel if desired: swissredcross.integrityline.io

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