



NORGES BANK

SUPPLIER CODE

OF PRACTICE NORGES BANK

Introduction

Norges Bank is the central bank of Norway. The mission and purpose of Norges Bank is to:

- Maintain monetary stability by keeping inflation low and stable, and contribute to high and stable output and employment.
- Promote financial stability and contribute to robust and efficient financial infrastructures and payment systems.
- To safeguard and build financial wealth for future generations through long term and responsible management of the Norwegian Government Pension Fund Global (the oil fund) on behalf of the Ministry of Finance.

Suppliers of products and services to Norges Bank play an important part in supporting us in our mission. We expect all our suppliers and sub-suppliers to comply with the principles set out in this document.

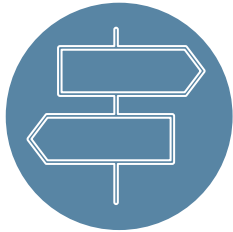
We will always ensure that our expectations and the requirements we set are relevant and proportionate to the size of your organization and the services you provide.

Thank you for supporting us in delivering on our mission. We look forward to working with you.



Table of content

	Code of Ethics for Suppliers	4
	Pay and Working Conditions	5
	Health and Work Environment	6
	Climate and Environment	7
	Privacy and Data Protection (GDPR)	8
	Security	9
	Continuity of Supply	10
	Compliance	11



Code of Ethics for Suppliers

NORGES BANK'S OBJECTIVE

Maintain a high level of ethical standards, respect human rights, act in a socially responsible manner and comply with current laws and regulations

WHAT WE EXPECT FROM OUR SUPPLIERS?

The code of ethics for suppliers apply to suppliers with access to Norges Bank's premises or systems. It cover topics such as human rights, employee rights, corruption, discrimination and gifts.

Suppliers have an obligation to assess possible and actual conflict of interests, and to make sure their employees performing service or work for Norges Bank are familiar with and comply with these code of ethics.

The code of ethics state that supplies are obligated to give Norges Bank access to information about their compliance with the code of ethics, especially who they control and follow-up compliance.





Pay and Working Conditions

NORGES BANK'S OBJECTIVE

Contribute to work against social dumping. Norges Bank has a legal obligation to safeguard pay and working conditions for all its employees.

WHAT WE EXPECT FROM OUR SUPPLIERS?

Suppliers must ensure proper pay and working conditions for their employees.

Examples of requirements to our suppliers:

- In areas covered by the collective tariff regulation, the pay and working conditions must be in compliance with applicable regulations.
- In areas not covered by the collective tariff regulation, the pay and working conditions must be in compliance with the nationwide tariff agreement for the relevant business sector.
- Suppliers in selected business sectors must document that pay and working conditions are regulated in employment contracts. This must be verified by an auditor.



Health and Work Environment

NORGES BANK'S OBJECTIVE

Have a good and inclusive work environment characterized by well functioning working relations that promote equality and diversity and that allow for individual adjustments based on personal qualifications and circumstances of life.

WHAT WE EXPECT FROM OUR SUPPLIERS?

Ensure a sound work environment by assessing factors that might affect employees physical health, mental health and welfare.

Examples of requirements to our suppliers:

- A written policy describing the supplier's approach to health and work environment
- Documentary proof of implemented initiatives to reduce or prevent incidents and accidents.
- Documentary proof of processes describing how to identify, measure and manage risks related to health and work environment



Climate and Environment

NORGES BANK'S OBJECTIVE

Limit our own negative impact on the environment through goal-oriented initiatives and contribute to increased knowledge about the climate's importance to financial development and stability.

WHAT WE EXPECT FROM OUR SUPPLIERS?

Work systematically to limit their own negative impact on the environment through goal-oriented initiatives.

Examples of requirements to our suppliers:

- A written environmental policy or similar which describes their own environmental impact
- Documentary proof of implemented initiatives to limit their own negative impact on the environment.
- Relevant environmental information about their own products and services, i.e. use of chemicals and waste disposal
- An environmental management system verified by a third party (ISO 14001, EMAS or Miljøfyrtårn)



Privacy and Data Protection (GDPR)

NORGES BANK'S OBJECTIVE

Value, protect and use information that can be directly or indirectly linked to a person in a way that respects the rights of the individual.

WHAT WE EXPECT FROM OUR SUPPLIERS?

Suppliers are expected to comply with laws about privacy protection and data handling

Suppliers processing personal data on behalf of Norges Bank is obliged to sign our data processor agreement

Examples of requirements to our suppliers:

- A written policy or similar documentation describing how they handle privacy protection
- Suppliers of IT systems or IT solutions are obliged to take privacy protection into account in all development steps (privacy by design)
- Documentary proof of processes describing how to identify, measure and manage risks related to privacy protection and data handling.
- An overview of implemented and planned employee training on how to handle data.





Security

NORGES BANK'S OBJECTIVE

Protect information and assets within our area of responsibility to solve our mission. This includes employees, properties, confidential data and systems.

WHAT WE EXPECT FROM OUR SUPPLIERS?

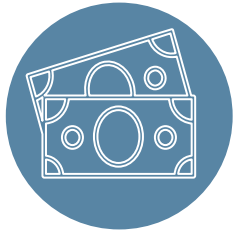
Suppliers are expected to have a proper level of security for situations directly or indirectly affecting deliveries to Norges Bank

Suppliers must notify us of events in any part of their value chain that may affect Norges Bank

Examples of requirements to our suppliers:

- Policies and processes describing how to protect the bank's sensitive information
- Police certificate of good conduct for supplier's employees and if applicable sub-supplier's employees
- Credit information of employees and sub-supplier's employees if there are objective reasons for obtaining such information
- Employee's home address, verification of valid ID, verification of formal education and work experience, in addition to other verifications if applicable.
- To security check personell before they start the assignment





Continuity of Supply

NORGES BANK'S OBJECTIVE

Ensure continuity of supply related to Fundamental National Functions

WHAT WE EXPECT FROM OUR SUPPLIERS?

For classified buildings, construction work and services, the supplier must document and verify that continuity of supply is safeguarded

Examples of requirements to our suppliers:

- Make sure any changes to their supply chain while executing work for Norges Bank does not have any negative impact of the continuity of supply.
- Must notify Norges Bank of all changes of the supplier's organization, supply chain or business sector strategy that may impact the fulfilment of their obligations.



Compliance

Norges Bank is concerned with being clear and transparent about our supplier expectations. We aim to set clear requirements as early as possible.

In cases where we believe the supplier does not comply with the expectations described in this document, we will initiate a dialogue with the supplier to agree on measures to be implemented. If the supplier is not able to implement corrective measures, we will consider effectuate sanctions or terminating the contract.



April 2021

These guidelines are updated regularly.

We encourage you to submit suggestions for improvement to Procurement@norges-bank.no.

Related documents:

Conduct of Business Code for Providers of goods and services