

CODE OF CONDUCT

FOR SUPPLIERS TO THE CARLSON REZIDOR HOTEL GROUP

The Carlson Rezidor Hotel Group is dependent on its suppliers and recognizes that a sustainable and sound business can only be built if the whole supply chain works in harmony, sharing and communicating common values. It is therefore important that Carlson Rezidor's suppliers should undertake to respect the Group's Responsible Business policy, goals and objectives.

The Carlson Rezidor Hotel Group is committed to maintaining a high standard of business ethics, honesty and integrity in line with its Responsible Business programme. Suppliers should ensure that acceptance of any business courtesies, gifts or entertainment is proper and could not reasonably be construed as an attempt by the offering party to secure favorable treatment. Our employees cannot engage in any behavior that could impact their judgment regarding the best interest of the company or their ability to give full attention to Carlson Rezidor business. This includes but is not limited to accepting personal gifts or entertainment that has a substantial monetary value above 50 euro, and includes any personal kickback arrangement. Employees may not accept gifts of money under any circumstances nor may they solicit non-monetary gifts or any other personal benefit or favor of any kind from Suppliers.

In line with Carlson Rezidor's Responsible Business objectives we "strive to purchase products that have a reduced environmental impact during their life cycle, from suppliers that demonstrate environmental and social responsibility." In order to achieve this objective, all our suppliers should comply with the criteria listed below as a condition of doing business with Carlson Rezidor, and should endeavor to have their own suppliers in the supply chain do so as well.

- Suppliers are required to comply with the laws and regulations of the countries where they operate. In particular, suppliers' production and associated services shall comply with workers' health and safety regulations, human rights guidelines (International Labour Organisation) and environmental protection laws in the country of production. The supplier's working environment should be safe, secure and healthy and subject to regular health and safety reviews, with corrective action being taken where necessary.

- Suppliers and their subcontractors/suppliers shall not use any form of child labour or forced labour, as defined in the UN Convention on Human Rights and Child Labour, in any of their facilities.

- Suppliers shall comply with local laws and industry standards regarding payment, working hours (including overtime), rest days and public holidays. All their employees should receive at least the stipulated minimum wage.

- There shall be no positive or negative discrimination in the supplier's workplace due to union membership, or on account of gender, colour, origin, religion, age or pregnancy. Employees shall be treated with respect and in accordance with local legislation.

- Suppliers shall comply with legal requirements regarding fair competition and accurate marketing. They shall act confidentially, lawfully and with integrity when handling competitive and proprietary information.

- Suppliers shall conduct their business without engaging in fraudulent activities or extortion and shall neither offer, pay, request nor accept any bribes. They shall maintain integrity, transparency and accuracy in annual reports and record-keeping. According to transparency international, www.transparency.org

- Suppliers shall have a programme in place to continuously reduce negative environmental impacts (identifying main impacts and having procedures in place to reduce them). They are expected to be environmentally proactive and to meet or exceed environmental requirements and regulations.

- Suppliers should not use any materials on Carlson Rezidor's "List of Restricted Substances" (i.e. asbestos, arsenic, cadmium, chromium compounds, CFCs, cyanides, DDT, halons and PCBs) and should strive to use chemicals with low toxicity and high biodegradability.

- Suppliers should not use materials from endangered varieties of wood and should preferably show documented usage of wood from sustainably managed forests.

I do confirm to have read, understood and to be complaint with Carlson Rezidor's Code of Conduct.