

DI KLANA d.d.

ETI BASE CODE

ETIČKI KODEKS

1.1.2019.

The ETI Base Code is founded on the conventions of the International Labour Organisation (ILO) and is an internationally recognised code of labour practice.

Osnovni zakonik ETI-ja temelji se na konvencijama Međunarodne organizacije rada (ILO) i međunarodno je priznat kodeks radne prakse.

Sadržaj

1: Employment is freely chosen.....	2
2: Freedom of association and the right to collective bargaining are respected	2
3: Working conditions are safe and hygienic	3
4: Child labour shall not be used	4
5: Living wages are paid	5
6: Working hours are not excessive	6
7: No discrimination is practiced	7
8: Regular employment is provided	8
9: No harsh or inhumane treatment is allowed.....	8

1: Employment is freely chosen

1.1 There is no forced, bonded or involuntary prison labour.

1.2 Workers are not required to lodge "deposits" or their identity papers with their employer and are free to leave their employer after reasonable notice.

1: Slobodno se bira zapošljavanje

1.1 Ne postoji prisilni, vezani ili nenamjerni zatvorski rad.

1.2 Radnici nisu dužni podnositi "depozite" ili osobne isprave poslodavcu i mogu napustiti poslodavca nakon razumne obavijesti.

2: Freedom of association and the right to collective bargaining are respected

2.1 Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.

2.2 The employer adopts an open attitude towards the activities of trade unions and their organisational activities.

2.3 Workers representatives are not discriminated against and have access to carry out their representative functions in the workplace.

2.4 Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates, and does not hinder, the development of parallel means for independent and free association and bargaining.

2: Poštuje se sloboda udruživanja i pravo na kolektivno pregovaranje

2.1 Radnici, bez razlike, imaju pravo pridružiti se sindikatima ili ih osnovati po vlastitom izboru i kolektivno pregovarati.

2.2 Poslodavac ima pozitivan stav prema aktivnostima sindikata i njihovim organizacijskim aktivnostima.

2.3 Predstavnici radnika nisu diskriminirani i imaju pristup obavljanju svojih reprezentativnih funkcija na radnom mjestu.

2.4. Ako je pravo na slobodu udruživanja i kolektivnog pregovaranja ograničeno zakonom, poslodavac olakšava i ne ometa razvoj paralelnih sredstava za samostalno i slobodno udruživanje i pregovaranje.

3: Working conditions are safe and hygienic

3.1 A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. 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 minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.

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

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

3.4 Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers.

3.5 The company observing the code shall assign responsibility for health and safety to a senior management representative.

3: Radni uvjeti su sigurni i higijenski

3.1. Osigurava se sigurno i higijensko radno okruženje, imajući na umu prevladavajuće znanje o industriji i sve posebne opasnosti. Poduzimaju se odgovarajući koraci kako bi se spriječile nesreće i ozljede zdravlja koje proizlaze iz, povezane s radom ili se događaju tijekom rada, minimiziranjem, koliko je to razumno izvedivo, uzroka opasnosti svojstvenih radnom okruženju.

3.2. Radnici prolaze redovito i zabilježeno osposobljavanje u području zdravlja i sigurnosti, a takvo se osposobljavanje ponavlja za nove ili preraspodijeljene radnike.

3.3. Osigurava se pristup čistim sanitarnim čvorovima i pitkoj vodi te, prema potrebi, sanitarnim čvorovima za skladištenje hrane.

3.4 Smještaj, ako je osiguran, mora biti čist, siguran i zadovoljiti osnovne potrebe radnika.

3.5 Društvo koje poštuje kodeks dodjeljuje odgovornost za zdravlje i sigurnost višem predstavniku uprave.

4: Child labour shall not be used

4.1 There shall be no new recruitment of child labour.

4.2 Companies shall develop or participate in and contribute to policies and programmes which provide for the transition of any child found to be performing child labour to enable her or him to attend and remain in quality education until no longer a child; "child" and "child labour" being defined in the appendices.

4.3 Children and young persons under 18 shall not be employed at night or in hazardous conditions.

4.4 These policies and procedures shall conform to the provisions of the relevant ILO standards.

4: Dječji rad se ne smije koristiti

4.1. Ne smije biti korištenja dječjeg rada.

4.2. Trgovačka društva razvijaju ili sudjeluju u politikama i programima kojima se predviđa prijelaz svakog djeteta za koje se utvrdi da obavlja dječji rad kako bi joj se omogućilo da pohađa i ostane u kvalitetnom obrazovanju dok više ne bude dijete; "dijete" i "dječji rad" koji se definiraju u dodacima.

4.3 Djeca i mladi mlađi od 18 godina ne smiju biti zaposleni noću ili u opasnim uvjetima.

4.4. Te politike i postupci u skladu su s odredbama relevantnih standarda ILO-a.

5: Living wages are paid

5.1 Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event wages should always be enough to meet basic needs and to provide some discretionary income.

5.2 All workers shall be provided with written and understandable Information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

5.3 Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

5: Plaće za život se isplaćuju

5.1 Plaće i naknade isplaćene za standardni radni tjedan ispunjavaju, u najmanju ruku, nacionalne pravne standarde ili referentne standarde industrije, bez obzira na to što je više. U svakom slučaju plaće bi uvijek trebale biti dovoljne za zadovoljavanje osnovnih potreba i osiguravanje određenih diskrecijskih prihoda.

5.2. Svim radnicima dostavljaju se pisane i razumljive informacije o njihovim uvjetima zaposlenja u vezi s plaćama prije zaposlenja i o pojedinostima njihovih plaća za predmetno razdoblje plaće svaki put kada im se isplati plaća.

5.3. Odbici od plaća kao stegovna mjera nisu dopušteni niti se bez izričitog dopuštenja dotičnog radnika dopuštaju odbici od plaća koje nisu predviđene nacionalnim pravom. Treba zabilježiti sve stegovne mjere.

6: Working hours are not excessive

6.1 Working hours must comply with national laws, collective agreements, and the provisions of 6.2 to 6.6 below, whichever affords the greater protection for workers. 6.2 to 6.6 are based on international labour standards.

6.2 Working hours, excluding overtime, shall be defined by contract, and shall not exceed 48 hours per week*

6.3 All overtime shall be voluntary. Overtime shall be used responsibly, taking into account all the following: the extent, frequency and hours worked by individual workers and the workforce as a whole. It shall not be used to replace regular employment. Overtime shall always be compensated at a premium rate, which is recommended to be not less than 125% of the regular rate of pay.

6: Radno vrijeme nije pretjerano

6.1 Radno vrijeme mora biti u skladu s nacionalnim zakonima, kolektivnim ugovorima i odredbama od 6.2. do 6.6. u nastavku, bez obzira na to što pruža veću zaštitu radnicima. od 6.2. do 6.6. temelje se na međunarodnim standardima rada.

6.2 Radno vrijeme, isključujući prekovremeni rad, određuje se ugovorom i ne smije biti dulje od 48 sati tjedno*

6.3 Svi prekovremeni sati su dobrovoljni. Prekovremeni rad koristi se odgovorno, uzimajući u obzir sve sljedeće: opseg, učestalost i sate koje rade pojedinačni radnici i radna snaga u cjelini. Ne smije se koristiti za zamjenu redovitog zaposlenja. Prekovremeni rad uvijek se nadoknađuje po premijskoj stopi, za koju se preporučuje da ne bude manja od 125 % redovne stope plaće.

6.4 The total hours worked in any 7 day period shall not exceed 60 hours, except where covered by clause 6.5 below.

6.5 Working hours may exceed 60 hours in any 7 day period only in exceptional circumstances where all of the following are met:

- this is allowed by national law;
- this is allowed by a collective agreement freely negotiated with a workers' organisation representing a significant portion of the workforce;
- appropriate safeguards are taken to protect the workers' health and safety; and
- the employer can demonstrate that exceptional circumstances apply such as unexpected production peaks, accidents or emergencies.

6.6 Workers shall be provided with at least one day off in every 7 day period or, where allowed by national law, 2 days off in every 14 day period.*

**International standards recommend the progressive reduction of normal hours of work, when appropriate, to 40 hours per week, without any reduction in workers' wages as hours are reduced*

6.4. Ukupni broj odrađenih sati u bilo kojem sedmodnevnom razdoblju ne smije biti dulji od 60 sati, osim ako je obuhvaćeno odredbom 6.5. u nastavku.

6.5 Radno vrijeme može biti dulje od 60 sati u bilo kojem sedmodnevnom razdoblju samo u iznimnim okolnostima u kojima je ispunjeno sve sljedeće:

- to je dopušteno nacionalnim pravom;
- to je dopušteno kolektivnim ugovorom o kojem se slobodno pregovara s organizacijom radnika koja predstavlja znatan dio radne snage;
- poduzimaju se odgovarajuće zaštitne mjere za zaštitu zdravlja i sigurnosti radnika; i poslodavac može dokazati da se primjenjuju izvanredne okolnosti kao što su neočekivani proizvodni vrhovi, nesreće ili hitni slučajevi.

6.6 Radnicima se osigurava najmanje jedan slobodan dan u svakom sedmodnevnom razdoblju ili, ako je to dopušteno nacionalnim pravom, 2 slobodna dana u svakom razdoblju od 14 dana.*

*Međunarodni standardi preporučuju postupno smanjenje uobičajenog radnog vremena, prema potrebi, na 40 sati tjedno, bez smanjenja plaća radnika jer se radno vrijeme smanjuje

7: No discrimination is practiced

7.1 There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

7. Ne prakticira se diskriminacija

7.1 Ne postoji diskriminacija pri zapošljavanju, naknadi, pristupu osposobljavanju, napredovanju, prekidu ili umirovljenju na temelju rase, kaste, nacionalnog podrijetla, vjere, dobi, invaliditeta, spola, bračnog statusa, seksualne orijentacije, članstva u sindikatu ili političke pripadnosti.

8: Regular employment is provided

8.1 To every extent possible work performed must be on the basis of recognised employment relationship established through national law and practice.

8.2 Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub- contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.

8: Osigurano je redovito zaposlenje

8.1. U najvećoj mogućoj mjeri obavljeni posao mora biti na temelju priznatog radnog odnosa uspostavljenog nacionalnim pravom i praksom.

8.2. Obveze prema zaposlenicima u skladu sa zakonima i propisima o radu ili socijalnoj sigurnosti koje proizlaze iz redovnog radnog odnosa ne izbjegavaju se korištenjem ugovora samo za rad, ugovaranja ili dogovora o radu kod kuće ili putem programa naukovanja u kojima ne postoji stvarna namjera pružanja vještina ili redovitog zaposlenja, niti se takve obveze izbjegavaju prekomjernom uporabom ugovora o radu na određeno vrijeme.

9: No harsh or inhumane treatment is allowed

9.1 Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

9. Nije dopušteno oštro ili nehumano postupanje

9.1. Zabranjeno je fizičko zlostavljanje ili disciplina, opasnost od fizičkog zlostavljanja, spolnog ili drugog uznemiravanja te verbalnog zlostavljanja ili drugih oblika zastrašivanja.

