SELF-ASSESSMENT QUESTIONNAIRE

SUSTAINABILITY DUE DILIGENCE

CONTRACT INFORMATION

**\* Fields to be filled in by the contracting organisation**

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| **\* Contract:** Skriv text här |
| **\* The following product(s)/service(s) are subject to follow-up:**Skriv text här |

SUPPLIER INFORMATION

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| **Company name:** |
| Skriv text här. |
| **Organisation number:**  |
| Skriv text här |
| **Address:**  |
| Skriv text här |
| **Supplier contact person for questions regarding this questionnaire:** |
| Skriv text här |
| **Number of employees Sweden:** [ ]  > 250 (large company)[ ]  < 250 (medium sized company)[ ]  < 50 (small company)[ ]  < 10 (micro company) |
| **Number of employees in total:**  |
| [ ]  > 250 (large company) |
| [ ]  < 250 (medium sized company) |
| [ ]  < 50 (small company) |
| [ ]  < 10 (micro company) |
| **Parent company or group affiliation:** Skriv text här |
| **Type of operations** |
| [ ]  Manufacturing |
| [ ]  Wholesale |
| [ ]  Other, please describe: Skriv text här. |
| **If you think it would facilitate the contracting organisation’s understanding of your approach to sustainability due diligence, please describe your organisational structure:** |
| Skriv text här. |
| **Does your company have a certificate relevant to the performance of the contract and sustainability due diligence? If yes, attach relevant certificates.**  |
| [ ]  ISO 9001 quality management system or FR2000 |
| [ ]  ISO 14001 environmental management system, FR2000, Svensk Miljöbas or EMAS |
| [ ]  ISO 20400 sustainable procurement – guidance only |
| [ ]  ISO 26000 social responsibility – guidance only  |
| [ ]  ISO 37001 anti-bribery management system |
| [ ]  ISO 45001 management system for occupational health and safety |
| [ ]  SA8000 social responsibility  |
| [ ]  Other, please describe:  |
| Skriv text här. |
| **Is the company a member of an organisation or involved in any initiative aimed at managing sustainability risks (such as the Ethical Trading Initiative or amfori BSCI)?** |
| [ ]  Yes, please describe.  |
| [ ]  No. |
| Skriv text här. |

COUNTRY MAPPING

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| **In which countries are the goods manufactured?** |
| Skriv text här. |
| **In which countries are the components manufactured?**  |
| Skriv text här |
| **In which countries are the raw materials extracted?**  |
| Skriv text här |

EXPECTATIONS

As part of your contract with the contracting organisation, your company must meet contract terms aimed at promoting sustainability due diligence. This questionnaire aims to examine how your company ensures that these contract terms are complied with, through policies and processes for your own operations and the supply chain.

Through these processes, your company shall identify, prevent, mitigate and account for how it addresses actual and potential address impacts, related to the commitments, in your own operations and in the supply chain. When answering the questions, it is your responsibility to show that sufficient processes have been established.

Different companies have different conditions for identifying, preventing, mitigating and accounting for how it addresses risks. When answering the questions, we urge you to be transparent with any challenges you may have.

See guidance [link to guidance on UHM's website].

DEFINITIONS

**Supply chain:** Sequence of activities or parties that provide goods or services to the company (source: ISO 26000).

**Performance of the contract:** Several questions refer to the "performance of the contract". This means that the question concerns the products or services delivered under the contract.

**Risk:** Potential adverse impact on human rights, workers' rights, the environment and/or business ethics in your own operations or in the supply chain.

DUE DILIGENCE PROCESS

Process requirement 1: Integrate the commitments into policies and management systems

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| Own operations |
| 1. **Have you ensured that relevant policies, established at the highest management level, have been adopted or revised to comply with the commitments?**
 |
| **Yes** [ ] **No** [ ]  | If yes, attach the policies for your own operations (possible collective bargaining agreement, work environment policy, discrimination policy, environmental policy, corruption policy, information security policy, etc.) and state below at what level each policy has been established, date of establishment and proof of the establishment, such as a signature from the company’s CEO.If no, state your proposed action to comply with the requirement, the timeframe needed to implement the action and the person responsible for the action. |
| Skriv text här. |
| 1. **Have you published the policies?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you have published each policy, via the company's website or via other means/channels. State any web links.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Have you ensured that the board takes the commitments into account when making decisions?**
 |
| **Yes** [ ] **No** [ ]  | If yes, describe below how you ensure that the board takes the commitments into account when making decisions. Attach possible process documents such as checklists. If no, state your proposed action to comply with the requirement, the timeframe needed to implement the action and the person responsible for the action. |
| Skriv text här. |
| 1. **Have you appointed responsible person (s) in management positions to ensure compliance with the commitments?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, enter name, title, contact information and area of responsibility. Attach possible process documents, organisation charts and job descriptions. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Have you assigned responsibility for the implementation of the policies to employees whose decisions are most likely to increase or decrease the risks of adverse impacts?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below which employees (HR, managers, lawyers, etc.) that are responsible for the implementation of the policies. Attach possible process documents, organisation charts and job descriptions.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Have you communicated the policies to affected rights-holders in your own operations?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you communicate the policies to affected rights-holders in your own operations. Attach possible process documents, personnel manuals, etc. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

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| Supply chain |
| 1. **Have you ensured that relevant policies, established at the highest management level, have been adopted or revised to comply with the commitments?**
 |
| **Yes** [ ] **No** [ ]  | If yes, attach the policies for your supply chain (codes of conduct etc.) and state below at what level each policy has been established, date of establishment and proof of the establishment, such as a signature from the company’s CEO.If no, state your proposed action to comply with the requirement, the timeframe needed to implement the action and the person responsible for the action. |
| Skriv text här. |
| 1. **Have you published the policies?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you have published each policy, via the company's website or via other means/channels. State any web links.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Have you ensured that the board takes the commitments into account when making decisions?**
 |
| **Yes** [ ] **No** [ ]  | If yes, describe below how you ensure that the board takes the commitments into account when making decisions. Attach possible process documents such as checklists. If no, state your proposed action to comply with the requirement, the timeframe needed to implement the action and the person responsible for the action. |
| Skriv text här. |
| 1. **Have you appointed responsible person (s) in management positions to ensure compliance with the commitments?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, enter name, title, contact information and area of responsibility. Attach possible process documents, organisation charts and job descriptions. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Have you assigned responsibility for the implementation of the policies to employees whose decisions are most likely to increase or decrease the risks of adverse impacts?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below which employees (buyers, sustainability specialists, lawyers, etc.) that are responsible for the implementation of the policies. Attach possible process documents, organisation charts and job descriptions.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

Process requirement 2: Identify and assess adverse impacts

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| Own operations |
| 1. **Do you regularly examine the risks of adverse impacts in your own operations, with the support of the information gathered through the grievance mechanism in section 6?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you regularly, including how often, examine the risks and how you include possible information from the grievance mechanism. Attach possible process documents and assessments of work environment risks, discrimination risks, pay gap surveys, environmental impact assessments, assessments of corruption risks, etc.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you consult with rights-holders affected by your own operations, or their representatives?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe the consultations below (with whom, frequency, etc.). Attach possible process documents, employee surveys, notes from meetings with union representatives and health & safety representatives or from consultations in accordance with the Environmental Code, etc.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you pay special attention to adverse impacts on individuals from groups and populations that are at heightened risk of vulnerability or marginalisation? For example women, young workers, people with disabilities.**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you do this and which groups you have identified as particularly vulnerable in your operations. Attach possible process documents and risk assessments of the work environment/discrimination/environment where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you prioritise the most significant risks based on likelihood and severity?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you prioritise the most significant risks based on likelihood and severity. Attach possible process documents and action plans for the work environment, anti-discrimination, the environment, etc. where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

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| Supply chain |
| 1. **Do you map the supply chains of significant suppliers?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you map the supply chain and what possible challenges you have. Attach possible process documents and supply chain mappings for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you regularly examine the risks of adverse impacts in the supply chains of significant suppliers, focusing on geographical risks, sector risks and product risks, and with the support of the information gathered through the grievance mechanisms in section 6?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you regularly, including how often, examine the risks with a focus on geographical risks, sector risks and product risks and with the support of information from the grievance mechanism. Attach possible process documents and examples of risk assessments for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you consult with rights-holders, or their representatives, in the supply chains of significant suppliers? Do you retrieve information from credible and independent sources if it is not possible to consult with rights-holders, or their representatives, in the supply chains of significant suppliers?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe the consultations below (with whom, under what circumstances, frequency, etc.) and/or which credible and independent sources you retrieve information from. Attach possible process documents, notes from consultations, audits, independent reports, etc. for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you pay special attention to adverse impacts on individuals from groups and populations who are at heightened risk of vulnerability or marginalisation? For example women, children, people with disabilities, minorities, indigenous peoples, migrant workers. Do you pay special attention to adverse impacts on environmental and human rights defenders?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you do this and which groups you have identified as particularly vulnerable in your supply chains. Attach possible process documents and risk assessments for the goods/services sold on the contract, where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you prioritise the most significant risks based on likelihood and severity?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you prioritise the most significant risks based on likelihood and severity. Attach possible process documents and action plans for the goods/services sold on the contract, where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

Process requirement 3: Prevent and mitigate adverse impacts Supplier causes or contributes to

You "cause" adverse impacts if your activities on their own are sufficient to result in the adverse impact. You are most likely to cause an adverse impact in or through your own operations, e.g. if you deviate in your work environment management.

You "contribute" to adverse impacts if your activities, in combination with the activities of other entities, cause the adverse impact, or if your activities cause, facilitate or incentivize another entity to cause an adverse impact. Contribution must be substantial, meaning the responsibility is not actualized for minor or trivial contributions. Contribution can occur both in or through your own operations, e.g. climate impact, or in a subcontractor’s operations – if you e.g. request short lead times which lead to unreasonable working hours in the factory.

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| Own operations and supply chain |
| 1. **Do you have processes for ceasing activities that cause or contribute to adverse impacts in your own operations and in the supply chains of significant suppliers?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe the process below, e.g. deviation management systems where adverse impacts in your own operations and the supply chain is included. Attach possible process documents and board decisions where you have decided to discontinue activities that cause or contribute to adverse impact.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you establish corrective action plans in consultation with affected rights-holders or their representatives, with a particular focus on the most significant risks identified, in order to prevent and mitigate future adverse impacts?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you establish corrective action plans in consultation with affected rights-holders or their representatives, and how you ensure that you have a particular focus on the most significant risks identified. Attach possible process documents, notes from consultations and examples of corrective action plans for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Have you established a mitigation plan to limit global warming in line with the 1.5 ° C target?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe your work to limit your climate impact. Attach possible mitigation plans for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you ensure that purchasing methods do not make it more difficult for suppliers to comply with the commitments?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you ensure that your purchasing methods do not make it more difficult for suppliers. Attach process documents and if possible examples of assessments/decisions where this is stated, e.g. decisions on longer lead times. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

Process requirement 4: Prevent and mitigate adverse impacts linked to Supplier’s operations

You are “linked to” adverse impact caused by a supplier or subcontractor regardless of where in the supply chain it occurs. The linkage is defined by the relationship between your products, services or operation and the adverse impact.

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| Supply chain |
| 1. **Do you assess significant suppliers based on the commitments, with a particular focus on the most significant risks identified?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you define significant suppliers and how you assess your significant suppliers based on the commitments, with special focus on the most significant risks identified. Attach possible process documents and examples of supplier assessments for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you establish corrective action plans before concluding agreements with significant suppliers, with a particular focus on the most significant risks identified, in order to prevent and mitigate future adverse impacts?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you establish corrective action plans before concluding agreements with significant suppliers and how you ensure that the focus is on the most significant risks identified. Attach possible process documents and examples of corrective action plans for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you forward the commitments (clause 1) and the ensuring of compliance (clause 2) in writing to significant suppliers?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you forward the commitments and ensuring of compliance. Attach possible process documents and examples of contract terms and/or signed codes of conduct for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you require significant suppliers to account for their supply chains [at least in accordance with the supply chain traceability requirement (clause 4)/as far as possible,] [including the chains for tungsten, tantalum and gold (3TG), cobalt and mica to smelters/refineries]?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you require suppliers to account for their supply chains. Attach possible process documents and examples of contract terms and supply chain traceability for the goods / services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you ensure the possibility of temporarily suspending a contractual relationship while preventive and mitigating measures are pursued and the possibility of terminating a contractual relationship?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you ensure the possibility of temporarily suspending a contractual relationship while preventive and mitigating measures are pursued and possibility of terminating a contractual relationship. Attach possible process documents and examples of contract terms, etc. for the goods/services sold on the contract. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

Process requirement 5: Monitor the measures to prevent and mitigate adverse impact

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| Own operations |
| 1. **Do you regularly follow-up established corrective action plans and address deviations in your own operations?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you regularly follow-up established corrective action plans and address deviations in your own operations, including what activities are carried out, how often, etc. Attach possible process documents and follow-ups of adverse impacts in your own operations. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you consult with rights-holders affected by your own operations, or their representatives, in your follow-up?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you consult with rights-holders affected by your own operations, or their representatives, in the follow-up. Attach possible process documents and notes from consultations, etc.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you pay special attention to adverse impacts on individuals from groups and populations that are at a heightened risk of vulnerability or marginalisation, in your follow-up? For example women, young workers, people with disabilities.**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you, in your follow-up, pay special attention to adverse impacts on individuals from groups and populations that are at heightened risk of vulnerability or marginalisation including which groups you have identified. Attach possible process documents, risk assessments, etc. where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you have a special focus in your follow-up on the most significant risks identified?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you, in your follow-up, ensure that you have a special focus on the most significant risks identified. Attach possible process documents, corrective action plans and follow-ups where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

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| Supply chain |
| 1. **Do you regularly follow-up the corrective action plans and address deviations in the supply chains of significant suppliers?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you regularly follow-up corrective action plans and address deviations, including what activities are performed, how often, etc. Attach any process documents, audit reports, etc. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you consult to the extent possible with rights-holders in the supply chains of significant suppliers, or their representatives, in your follow-up?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you, in your follow-up, consult with rights-holders in the supply chains of significant suppliers, or their representatives. If you cannot consult with rights-holders in the supply chain, describe any consultations that have been carried out by others during e.g. audits. Attach possible process documents, notes from consultations, audit reports you have retrieved, etc. where this is stated.If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you pay special attention to adverse impacts on individuals from groups and populations that are at heightened risk of vulnerability or marginalisation, in your monitoring? For example women, children, people with disabilities, minorities, indigenous peoples, migrant workers. Do you pay special attention to adverse impacts on environmental and human rights defenders?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you pay special attention to adverse impacts on particularly vulnerable groups and/or environmental and human rights defenders in your supply chains and which groups you have identified. Attach any process documents, audit reports, etc. where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you have a special focus in your follow-up on the most significant risks identified?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below how you, in your follow-up, ensure that you have a special focus on the most significant risks identified. Attach possible process documents, action plans and audit reports where this is stated. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

Process requirement 6: Enable complaints

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| Own operations |
| 1. **Do you enable rights-holders, their representatives and civil society organisations to submit complaints if they have legitimate concerns about actual and potential adverse impacts in your own operations?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe your grievance mechanism below including information on who can submit complaints within the framework of it and any anonymity. Attach possible process documents and complaints made regarding your own operations. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

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| Supply chain |
| 1. **Do you enable rights-holders, their representatives and civil society organisations to submit complaints if they have legitimate concerns about actual and potential adverse impacts in your supply chains?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe your grievance mechanism below including information on who can submit complaints within the framework of it and any anonymity. Attach possible process documents and complaints made regarding the supply chain. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

Process requirement 7: Provide remediation

Remediation is only a requirement if you cause or contribute to adverse impact.

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| Own operations and supply chain |
| 1. **Do you have processes to restore, in so far it is possible, affected rights-holders to the situation they would be in had the adverse impact not occurred and enable remediation that is proportionate to the significance and scale of the adverse impact, if you have caused or contributed to the adverse impact?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe your remediation processes for adverse impacts you have caused or contributed to in your own operations and in the supply chain - in Sweden some of this is enshrined in legislation and collective bargaining agreements. Attach possible process documents and examples of completed remediations. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |

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| Skriv text här. |

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| 1. Do you consult with affected rights-holders or their representatives on appropriate forms of remedy?
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below your processes for consulting with affected rights holders, or their representatives, on appropriate forms of remedy - in Sweden some of this is enshrined in legislation and collective bargaining agreements. Attach possible process documents, notes from consultations, etc. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |
| 1. **Do you have processes to assess whether those who have submitted complaints are satisfied with the process and its outcome?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, describe below your processes for assessing whether those who have submitted complaints are satisfied with the process and its outcome. Attach possible process documents and examples of assessments. If no/partly, state your proposed action to comply with the requirement, the timeframe needed to implement the action, the person responsible for the action. |
| Skriv text här. |

ENABLE AUDITS

Contracting organisation’s right to audit can be found under the term on monitoring.

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| Own operations |
| 1. **Can you enable audits in your own operations connected to what is purchased, if the contracting organisation decides to carry out an audit?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, state any information that can be relevant for the contracting organisation. If no/partly, state which parts of Supplier’s organisation connected to what is purchased you *can* and *cannot* enable audits in.  |
| Skriv text här. |
| [ ]  | Mark this box if you do not have any manufacturing facilities connected to what is purchased.  |

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| Supply chain |
| 1. **Can you enable audits in suppliers' operations connected to what is purchased, if the contracting organisation decides to carry out an audit?**
 |
| **Yes** [ ] **No** [ ] **Partly** [ ]  | If yes, state any information that can be relevant for the contracting organisation. Attach any process documents and examples of contract clauses about audit in the supply chain for the goods/services sold on the contract. If no/partly, state which parts of Supplier’s organisation connected to what is purchased you *can* and *cannot* enable audits in. |
| Skriv text här. |