



## 英美资源集团供应商可持续发展规范

## Supplier Sustainable Development Code

# 2008



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## Introduction

### 绪论

**It is our vision for our entire supply chain to embrace and share our commitment to sustainable development.** We encourage our suppliers to travel this journey with us, demonstrating their commitment to sustainable development and striving to follow this code.

我们的构想是将整个供应链都包括进来，共同实现可持续发展的承诺。我们鼓励我们的供应商跟我们共同前进，实现他们对于可持续发展的承诺，并努力做到以下规范。

As our core values are grounded in integrity, we expect our employees and suppliers to be honest in all business dealings. We insist on a workplace that is safe, healthy and considerate of employees' wellbeing; we strive to conduct our businesses in such a way as to maximise the benefits and to minimise negative impacts on the communities associated with our operations. We expect the same from our suppliers.

由于我们的核心价值是正直诚实，我们希望我们的员工和供应商在业务往来中能做到诚实守信。我们坚决要求安全、健康、为员工考虑周到的工作环境；我们努力引导我们的业务向好的方向发展，将利益最大化，同时将对我们的经营有负面影响的事情最小化。我们希望我们的供应商也是这样做的。

This *Anglo American Supplier Sustainable Development Code* ("Code") must be read in conjunction with our policy on *Sustainable Development in the Anglo American Supply Chain*, which is underpinned by three fundamental principles:

这份《英美资源集团供应商可持续发展规范》需要结合《英美资源集团供应链可持续发展》中的政策来阅读。该规范主要有三个基本原则：

It has **universal application**: Our policy pertains to **all** suppliers wishing to do business with Anglo American and **all** Anglo American staff, particularly all those involved in dealing with suppliers on Anglo American's behalf.

具有普遍适用性：我们的政策适用于所有愿意跟英美资源集团进行业务往来的所有供应商，以及所有英美资源集团员工，尤其是那些代表公司跟供应商进行业务往来的员工。

**A journey of continuous improvement**: We will work proactively with our suppliers to continuously improve and to embed positive practices within the supply chain process.

一个持续进步的过程：我们将主动同供应商一起，持续的改善和进步，将积极的行为嵌入整个供应链过程。

**Adoption of consistent, simple standards**: We will continue to develop and refine common, consistent standards throughout the Anglo American Group that are effective and efficient.

采用一致的、简单的标准：我们会继续发展和精炼出整个英美资源集团共同的一致标准，并且使其能得到有效的利用，发挥高效。

This Code is based on the *Anglo American Good Citizenship: Our Business Principles* and on our sustainable development principles. It has been designed to help suppliers understand what Anglo American expects of them in regard to sustainable development. Referenced Anglo American policies are available on the Anglo American website at [www.angloamerican.co.uk](http://www.angloamerican.co.uk).

该规范是基于《英美资源集团良好公民：我们的商务原则》，以及我们的可持续发展原则。制定该规范的目的是帮助供应商理解有关可持续发展，英美资源集团期望从他们那里得到什么。所参考的英美资源集团政策可以在公司网站上查到 [www.angloamerican.co.uk](http://www.angloamerican.co.uk)。

While this Code contains standards that Anglo American regards as mandatory as well as standards that are strongly encouraged, Anglo American appreciates that we may need to collaborate with suppliers to enhance their capability to meet these standards. As such, we see this as an evolving, interactive and collaborative process.

由于该规范包含了英美资源集团所认为的强制性的规定，以及积极鼓励使用的标准，因此我们认为应该跟供应商合作，提高他们的能力以达到这些标准。我们将此视为一个不断进步的，交互式的，以及合作的过程。

## Expectations of our Suppliers 对于供应商的期望

### SAFETY AND OCCUPATIONAL HEALTH 安全和职业卫生

**Suppliers must strive to achieve best practice to protect the safety and health of their workforce.**  
供应商应该尽力使用最优方法，来保护他们员工的安全和健康。

**Suppliers must:**  
供应商应该做到：

- Have an **appropriate policy** protecting the safety and health of their workforce with a vision of zero harm and a healthy and productive workforce.  
有**合适的政策**来保护员工的安全和健康，期望达到零伤害，并使员工健康和多产。
- Strive to **eliminate fatalities, work-related injuries and health impairment** of their workforce.  
努力**减少员工的不幸遇难人数、因公受伤和因公健康受损人数**。
- Comply with all **legislation**, regulation, by-laws and any guidelines, as applicable, when providing services and or supply to Anglo American.  
向英美资源集团提供服务或者产品时，遵守所有的法律、法规、议事程序以及任何适用的指导方针。



In addition, suppliers conducting work on an Anglo American site must ensure that they comply with all our corporate and site-specific safety and occupational health standards, *The Anglo Safety Way*, *The Anglo Fatal Risk Standards*, *The Anglo Occupational Health Way* and relevant performance standards, and that they have a clear understanding of the consequences of non-compliance.

另外，供应商在英美资源集团现场进行作业时，必须确保他们遵守所有英美资源集团以及现场特定的安全和职业卫生标准，《英美安全制度》、《英美重大风险标准》、《英美职业卫生制度》以及相关的执行标准，这样他们就能清楚地了解不遵守规章制度和标准的后果。

Suppliers are strongly encouraged to collaborate with Anglo American to **identify opportunities** to improve safety and minimise occupational health impacts.

我们鼓励供应商同英美资源集团合作，**寻求机遇**，提高安全水平，将职业卫生危害最小化。

## EMPLOYMENT AND LABOUR REQUIREMENTS

### 工作和劳动要求

Suppliers must be committed to fair labour practices and ensure that their conditions of service comply with all applicable laws and industry standards.

供应商应该承诺做到公平劳动，确保他们的服务环境符合所有可适用法律和工业标准。

Suppliers must:

供应商应该做到：

- **Prohibit the use of exploitative child labour.**  
禁止使用童工。
- **Not tolerate forced, bonded or involuntary prison labour.**  
不能使用强迫性劳工、债务工，或者是非自愿的服刑人员。
- **Not tolerate inhumane treatment of their workforce** including any form of physical, sexual or verbal abuse, bullying or any other forms of intimidation.  
不能残忍的对待员工，包括任何身体上的威胁、性骚扰、或者口头辱骂、欺负弱小者、或者任何其他形式的胁迫。
- Recognise and respect the right of their workforce to **freedom of association**.  
承认并且尊重员工的**自由联盟**的权利。
- Operate fair and appropriate means for the determination of **terms of conditions of employment** including, but not limited to, working hours and remuneration.  
采用公平和合适的方式来裁决**工作条件**的问题，包括但不限于诸如工作时间和报酬等。
- Eliminate all forms of **unfair discrimination** and encourage diversity in their workforce.  
减少各种形式的不公平歧视，鼓励员工的多样性。
- Ensure that **accommodation**, where provided, is clean and safe and meets the basic needs of the workforce.  
确保所提供的**住宿环境**干净、安全，能够满足员工最基本的需要。

## HIV/AIDS

### 艾滋病

Anglo American encourages suppliers to join them in the fight against HIV/AIDS.

英美资源集团鼓励供应商加入到与艾滋病斗争的队伍中来。



Where HIV/AIDS is prevalent in a supplier's location of operations, suppliers:

当艾滋病在供应商所在区域内流行时，供应商应该做到：

- Must strive to eliminate any stigma or unfair discrimination on the basis of real or perceived HIV status.  
必须努力减少任何对艾滋病患者或者携带者的侮辱或者是歧视。
- Should have a clear policy for addressing HIV/AIDS issues in the workplace, founded on voluntary counselling and testing and patient confidentiality.  
应该有一个清晰的政策来处理工作场所内艾滋病的状况，这是基于员工自愿的商议和测试，并且对患者资料保密。
- Are encouraged to have a prevention and treatment strategy linked to programmes of care for those with HIV/AIDS.  
鼓励向艾滋病患者积极实施同关怀计划有关的预防和治疗。

## BUSINESS INTEGRITY AND ETHICS

### 商业信誉和道德规范

Suppliers must be accountable for conducting their business ethically and acting with integrity.

供应商必须对他们所作的商业行为负责任，并且要行为正直。

Suppliers must:

供应商应该做到：

- **Comply with all applicable laws** in the performance of their contract with Anglo American. Suppliers must ensure that their operations, products and services supplied to Anglo American comply with all national and other applicable laws, including those against anti-competitive practices. When supplying these on or to an Anglo American site, suppliers must comply with any additional site-specific standards, instructions and procedures.  
在履行同英美资源集团的合同时，**遵守所有可适用法律**。供应商必须确保他们的运营、向英美资源集团提供的产品和服务，都符合所有国家以及其他可适用法律，包括针对反竞争行为的法律法规等。当在英美资源集团的工作现场提供产品和服务时，供应商必须遵守任何其他附加的现场特定标准、指示和程序。
- **Oppose corruption.** Corruption, bribery, fraud and embezzlement are prohibited. Suppliers must not pay or accept bribes, tolerate any form of money laundering or participate in other illegal incentives in business.  
**反对贪污。**禁止贪污、行贿受贿、欺诈和盗用挪用。供应商不允许行贿或者受贿，参与任何形式的洗钱，或者是参加其他非法商业行为。
- **Be committed to transparency and accountability** in their business dealings.  
保证商业往来的透明度和可核查性。

## CORPORATE CITIZENSHIP

### 企业公民

Suppliers must be good corporate citizens within the communities where they operate.

供应商应该成为当地社区的良好企业公民。

We strongly encourage suppliers to:

我们积极鼓励供应商做到：

- Support the principles set forth in the Universal Declaration of Human Rights.  
支持世界人权宣言中提出的原则。
- Respect human dignity and the rights of individuals and of the communities associated with their operations.  
尊重人的尊严和个人人权，以及他们的社团活动。
- Make a contribution to the economic, social and educational well-being of the communities where they operate.  
在当地要为社区的经济、公共社交以及教育做出贡献。
- Have regard for the impact on the local communities when recruiting, employing and accommodating the workforce.  
在招募、雇用员工以及安排他们住宿时，要考虑到对当地社区的影响。
- Where applicable, operate in conformity with the Voluntary Principles on Security and Human Rights.  
如果可行的话，按照安全与人权自愿原则来运作。
- Recognise the cultural heritage and traditions of indigenous communities and handle any matters in a spirit of respect, trust and dialogue.  
承认当地本土的文化遗产和传统，要以尊重、信任和对话的态度处理相关事务。

## ENVIRONMENTAL MANAGEMENT

### 环境管理

**Suppliers must strive to achieve best practice in environmental and material stewardship.**

供应商应该努力实现环境和物资管理的最优化。

- Suppliers must have an appropriate **environmental policy**.  
供应商必须有合适的**环境政策**。
- Suppliers must comply with all **legislation**, regulation, by-laws and any guidelines, as applicable, when providing services and or supply to Anglo American.  
供应商在向英美资源集团提供服务或者产品时，必须遵守所有可适用的**法律法规**、议事程序以及指导方针。
- **In addition, suppliers conducting work on an Anglo American site must ensure that they comply with the appropriate standards set out in *The Anglo Environmental Way*.**  
**另外，供应商在英美资源集团现场开展工作时必须确保他们遵守《英美环境制度》里相关的标准。**
- For specified suppliers, ISO 14001 or Responsible Care certification is a requirement. Other appropriate, medium and large suppliers are strongly encouraged to adopt these management systems.  
对于特定的供应商，要求具有ISO14001或者责任关怀证书。其他合适的、中型和大型的供应商也鼓励他们去过的这些管理系统认证。
- Suppliers are encouraged to collaborate with Anglo American to identify opportunities and should pay particular attention to improve the following:  
鼓励供应商同英美资源集团合作，寻求机遇，并更多的关注以下方面的改善：
  - Energy consumption and greenhouse gas emissions.  
能源消耗和温室气体的排放。
  - The responsible use of water.  
水的有效利用。
  - The safe handling, movement and disposal of chemicals.  
化学物品的安全使用、移动和废弃处理。
  - The management of waste, air emissions and waste-water discharges.  
废弃物、气体排放和废水排放的管理。

**IMPLEMENTATION and ASSESSMENT**  
执行和评估

Through implementation the end-effect should be both the reduction of risk to Anglo American and the supplier and the raising of sustainable development awareness and performance throughout the value chain.

通过执行本规范，最终目的是希望减少英美资源集团和供应商的风险，提高大家对于可持续发展的意识以及整个价值链的运作。

**Implementation**  
执行

In selecting suppliers, Anglo American will, in conjunction with selected evaluation criteria, show preference to those suppliers that show commitment to sustainable development.

选择供应商时，英美资源集团将结合甄选评估标准，选择那些执行可持续发展的供应商。

- Suppliers are responsible for ensuring the implementation of this Code within their organisation.  
供应商有责任确保其公司执行本规范。
- Suppliers must ensure that this Code is cascaded into their supply chain. Suppliers must ensure that their agents, contractors and suppliers are made aware of this Code and its implications.  
供应商必须确保使本规范与其供应链联系起来，必须确保他们的客户、承包人和供应商了解本规范及其含义。
- Suppliers must maintain effective management systems that are based on sound business and scientific principles, which include establishing appropriate objectives and targets, regularly assessing performance, and practising continual improvement.  
供应商必须以健全的商业和社会原则为基础，保持有效的管理系统，包括建立合理的目的和目标，定期评估业绩，实行持续的提高。

When engaging with suppliers, Anglo American will take into consideration the size and maturity of the supplier.

当与供应商开始商务往来时，英美资源集团将考虑其规模和成熟度。

**Assessment**  
评估

- Suppliers may be required to complete a self-assessment questionnaire based on this Code, provide proof of statements made and demonstrate that this Code is followed.  
供应商可能会被要求填一份基于本规范的自我评估问卷，提供其陈述以及执行本规范的证据。



- Suppliers must provide clear, accurate and appropriate reporting on agreed indicators as determined from time to time by the parties.  
供应商必须定期提供有关规定指标的清楚的、准确的和合适的报告，这些协商好的指标由双方来决定。
- Anglo American may conduct site visits and audits by Anglo American managers/auditors or third-party managers/auditors nominated by Anglo American to verify compliance with this Code. Therefore, we expect our suppliers to allow Anglo American staff or a third-party auditor appointed by Anglo American to audit operations and be allowed access to relevant documentation, premises and workers.  
英美资源集团可能会组织公司经理/检查员或者是委派第三方的经理/检查员进行现场参观和审核，检查本规范的执行情况。因此，我们期望我们的供应商允许英美资源集团员工或者是英美资源集团委派的第三方观察员去检查运营情况，有权使用相关资料、场地和工人等。

### Non-conformance

#### 未遵守

- Where elements of this Code are not met, the supplier may be required to prepare, document and implement a corrective action plan to amend the situation and prevent the recurrence.  
如果供应商没有遵守本规范，会被要求准备一份纠正行为预案，并且要求实施该预案，以修正当下的行为，并且避免以后再出现这种情况。
- In case of non-compliance, Anglo American may collaborate with or assist suppliers to become compliant.  
如果没有遵守本规范，英美资源集团可能会与供应商合作，或者是协助供应商，来达到规范的要求。
- Anglo American reserves the right to disengage from suppliers who fail to comply with this Code.  
英美资源集团保留与未遵守本规范的供应商解除合作关系的权利。

### General

#### 概要

We encourage suppliers to take personal responsibility for ensuring that all business conduct complies with the principles of this Code. No one will suffer for raising with Anglo American management violations of this Code or any legal or ethical concern. Suppliers may also use “Speak Up” at [www.anglospeakup.com](http://www.anglospeakup.com) to report any inappropriate business practices, including inappropriate behaviours exhibited by Anglo American staff.

我们鼓励供应商都尽到个人责任，确保所有商业活动都遵守本规范的基本原则。任何人向英美资源集团管理层举报未遵守行为，都不会受到责罚，也不会受到任何法律、伦理道德上的追究。供应商也可以使用在公司网站 [www.anglospeakup.com](http://www.anglospeakup.com) 上的“投诉”来举报任何不适当的商业行为，包括英美资源集团员工不合适的举止行为等。

**EXTERNAL REFERENCE POINTS:**

**外部引用参考：**

The following have been used as reference points and may be referred to by suppliers if additional detail is required:

下面列出的是本规范所引用的参考，在需要的时候，还可能会向供应商提到一些有关细节：

- International Labour Organisation Core Labour Standards  
国际劳工组织主要劳动标准
- Universal Declaration of Human Rights  
世界人权宣言
- United Nations Global Compact  
联合国全球盟约组织
- International Council on Mining & Metals: Framework for Sustainable Development  
国际采矿与金属委员会：可持续发展框架
- Voluntary Principles on Security and Human Rights  
安全和人权自愿原则
- International Standards Organisation 9001 (ISO 9001)  
国际标准化组织9001 ( ISO9001 )
- International Standards Organisation 14001 (ISO 14001)  
国际标准化组织14001 ( ISO14001 )
- Occupational Health and Safety Assessment Series 18001 (OHSAS 18001)  
职业卫生安全评价系列18001 ( OHSAS18001 )
- Social Accountability 8000 (SA 8000)  
社会责任管理体系8000 ( SA8000 )

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This *Supplier Sustainable Development Code* will be reviewed by Anglo American at appropriate intervals and revised when deemed necessary. Changes will be communicated effectively to suppliers.

英美资源集团将会定期复审《供应商可持续发展规范》，在必要的时候进行修正。进行改动时，会同供应商进行积极的沟通。

For more information, contact:

Supply Chain Sustainable Development  
Anglo American  
44 Main Street  
Marshalltown  
Johannesburg

Email [SupplyChainSD@angloamerican.co.za](mailto:SupplyChainSD@angloamerican.co.za)  
Phone +27 11 638 9111