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# CODE OF CONDUCT

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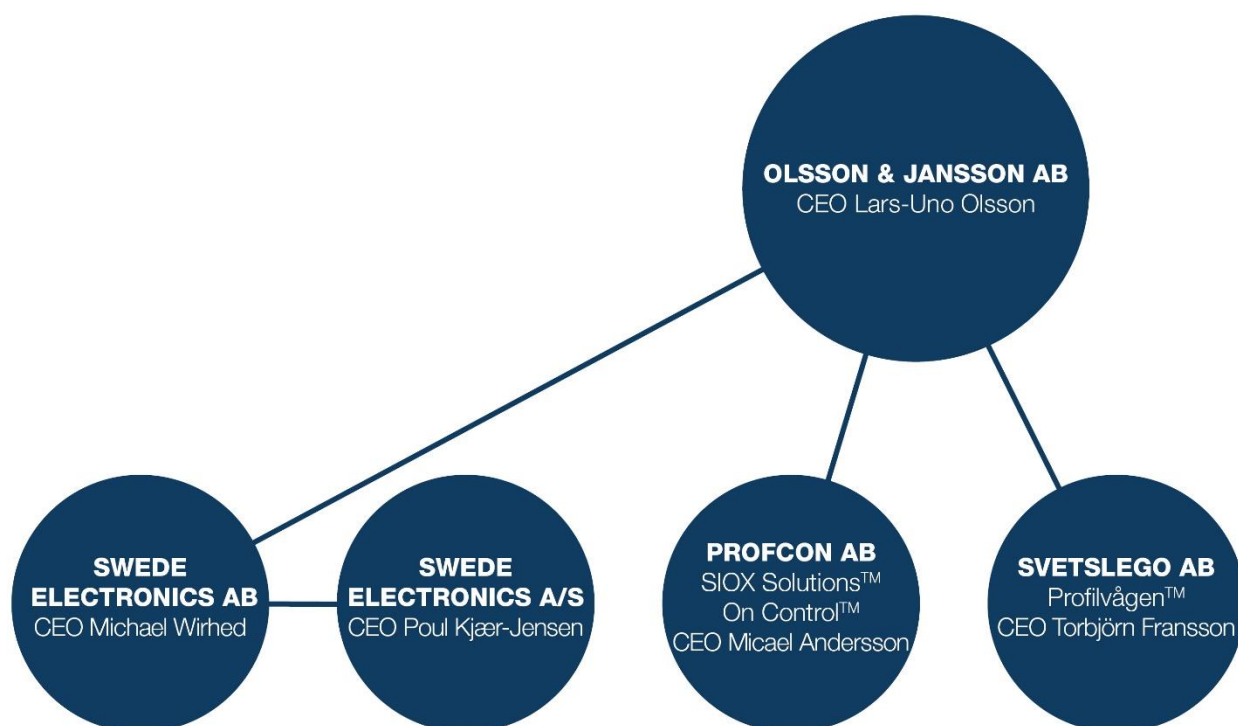
## THE OJ GROUP

## 1. INTRODUCTION

The OJ Group's Code of Conduct was produced by the board of the OJ Group. The Code of Conduct is a document describing the ethical standards and the principles which everyone in the company is expected to follow – from employees to board members, and including our business partners.

The OJ Group's Code of Conduct is adopted by the board of Olsson & Jansson AB once a year. The date of adoption of the policy can be seen in the document footer.

## 2. AFFECTED COMPANIES



## 3. VALUES AND BUSINESS PRINCIPLES

The OJ Group's will perform its activities in accordance with the OJ Group's vision, business concept, business objectives and values, and the principle of sustainably sound development. In addition to all the commercial and financial requirements, objectives and principles, business activities are also governed by high standards of integrity and ethics.

The OJ Group companies and its employees will follow these principles:

- The OJ Group companies respect the laws and regulations in force in the countries where we operate and our group of companies adheres to this Code of Conduct at all times.

- The OJ Group companies respect the Universal Declaration of Human Rights ([www.un.org](http://www.un.org)) and the core conventions of the ILO (International Labour Organisation) and accept their responsibility to respect the rights of employees and the wider society to the extent that our activities affect them.
- The OJ Group companies seek to follow the OECD Guidelines for Multinational Enterprises ([www.oecd.org](http://www.oecd.org)) and to fulfil the requirements in the UN Global Compact.
- The OJ Group companies always maintain an open attitude in dialogue with those affected by our activities.

In those areas which the OJ Group companies are able to influence, we will seek to ensure that suppliers and sub-suppliers follow relevant principles in this Code of Conduct.

All employees in the OJ Group are responsible for ensuring that they themselves, as well as the organisation they are part of, act in accordance with its values and business principles. It is the personal responsibility of each employee to ensure they have sufficient information about relevant laws, regulations and policies when making all business, personnel and investment decisions. The management of each business area is responsible for ensuring that this Code of Conduct is implemented and adhered to in the activities of the group of companies.

It is the responsibility of each decision maker in a leadership position to report all possible cases of fraud or other criminal conduct to a member of the OJ Group's management. If violations of the OJ Group's Code of Conduct are identified, they will be reported immediately to the line manager.

#### 4. EMPLOYEES

The OJ Group companies seek to be a respected employer – for existing as well as prospective employees. The OJ Group companies will establish a good physical and psychosocial working environment. The OJ Group companies also seek to be an attractive employer with regard to the employees' professional and personal development.

Relations with and among the employees are based on mutual respect and dignity and the ability to exercise reasonable influence on aspects which affect the individual's work situation. All employees in the OJ Group companies will work in accordance with the group's fundamental requirements and values.

- The conditions of employment offered to the group's employees, including remuneration and working hours, will at least meet the minimum requirements in national legislation or the industry standard.
- The OJ Group companies will not accept forced labour, slave labour or other kinds of involuntary labour in the group's places of work. In addition, the group of companies does not tolerate methods which restrict the employees' free movement.
- The OJ Group companies will not employ anyone under 15 years of age, and if the local legislation specifies a higher age limit, no one below this limit will be employed.

- The OJ Group companies provide equal opportunities to all regardless of sex, gender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age. The group of companies does not tolerate discrimination or harassment.
- The OJ Group companies recognise the employees' right to establish or join trade unions in accordance with the laws and principles of the relevant country.
- The working environment offered by the OJ Group companies will be safe and healthy. Each company in the OJ Group is responsible for ensuring that work is carried out so as to prevent injuries and ill health. Written health and safety instructions will be implemented in all the companies' places of work.
- All employees in the group of companies are responsible for keeping themselves up to date about recent revisions to the policy. This Code of Conduct will form part of the induction training given to new employees in all the OJ Group companies.

## 5. MARKET, CUSTOMERS AND SUPPLIERS

The OJ Group companies establish close and long-term relationships with customers and other business partners. The OJ Group will be a trusted, long-term and reliable partner and will act professionally, honestly and ethically. The OJ Group will not accept corruption, bribery and unfair anti-competitive actions. All sales and marketing of products and services of the OJ Group companies will adhere to the laws and regulations of the relevant country.

- The OJ Group companies will not act in violation of the applicable competition legislation of the relevant country.
- The OJ Group companies do not participate in cartels or other forms of impermissible collaboration with competitors, customers or suppliers which limits or distorts competition. If a company in the group is contacted with a proposal to engage in such collaboration or has reason to believe that its partners are doing so, this will be reported to the OJ Group's management.
- The OJ Group companies will not offer or give improper payment or other remuneration, products or services to any person or organisation with a view to inducing the person or organisation to act in violation of their duties in order to obtain or retain benefits for the group of companies.
- The OJ Group companies will neither directly nor indirectly request or accept any kind of improper payment or other remuneration, products or services.
- In order to avoid conflicts of interest, employees in the OJ Group companies will only give or receive gifts or services which are in line with general business practice, which do not violate applicable laws, which do not have a significant financial value and which cannot reasonably be regarded as constituting bribery.



## 6. SUPPLIERS/PARTNERS

In the areas which the OJ Group companies are able to influence, the group will seek to ensure that suppliers and sub-suppliers follow relevant principles in the OJ Group's Code of Conduct, for example in providing a safe and healthy working environment for their employees. The OJ Group companies do not purchase products from suppliers which cannot provide on request a written declaration that child labour is prohibited in production.

The OJ Group companies will maintain suitable processes to evaluate and select priority suppliers and partners. These evaluation processes will also consider the capacity to fulfil the requirements in this Code of Conduct. There will be an annual follow-up of major suppliers' ethical, social and environmental commitments, and steps will be taken immediately in response to departures from the principles in the OJ Group's Code of Conduct.

## 7. ENVIRONMENT

The environmental impact of the OJ Group companies and the associated preventive actions are issues that are taken seriously by the group. The environmental work is structured and if appropriate it is based on an internationally recognised environmental management system (such as ISO 14001). Environmental activities will be approved where they are technically feasible, commercially and financially reasonable, and environmentally justified.

## 8. COMMUNITY ENGAGEMENT

Each individual company in the OJ Group will seek to maintain good relations with the local communities in which it operates.

The OJ Group companies are politically non-aligned and do not make direct financial contributions to political parties or candidates.