



## Code of Conduct

At Maskinarbeten we are conscious of the impact that our operations have on people and the environment, locally and globally. We believe in close cooperation with our suppliers, which involves taking clear responsibility for sustainability throughout the supply chain.

The purpose of the Maskinarbeten Code of Conduct is to establish general principles and standards, and to specify the requirements we set for ourselves and which we live by, and how we require our suppliers to relate to our code of conduct. By looking at the UN Global Compact, the Universal Declaration of Human Rights, the UN Sustainable Development Goals, and the ILO Declaration on Fundamental Principles and Rights at Work. We have combined these with our own values to develop a code of conduct that we work by, and that our suppliers must adhere to. Maskinarbeten want to create added value for customers, employees, suppliers and society, while contributing to a sustainable social development at the same time. Maskinarbeten have established the following guidelines for how our company conducts its business in an ethically, socially and environmentally sustainable manner, and we expect our suppliers to work in accordance with our commitments:

- Ethical and responsible behaviour
- Good resource management
- Respect for the rights of all people
- Commitment to a sustainable environment

Maskinarbeten's Code of Conduct also applies to all suppliers and their sub-suppliers and subcontractors who are involved in the manufacture and delivery of products and services to and for Maskinarbeten. It is the suppliers' responsibility to inform their employees and others in the supply chain about Maskinarbeten's Code of Conduct, and to ensure that it is complied with.

## Legal Requirements

In addition to the requirements of this code of conduct, Maskinarbeten shall comply with all national legislation, national regulations and other applicable standards (e.g., good manufacturing practice and other codes of conduct), as well as other relevant legal requirements.

## Human Rights and Employment

Maskinarbeten shall treat every employee with respect, and must not use corporal punishment, threats, violence or other forms of physical, sexual, psychological or verbal harassment. Child labour must not occur. However, employed young persons who are older than the statutory minimum age for employment but under the age of 18 must be 15 years of age. They must comply with all applicable laws and regulations, and must not be exposed to work that may pose a risk to their individual development or their physical and mental health.

No form of forced labour is permitted, nor the use of illegal labour or prisoners. This includes all forms of binding contracts.



Employees must not be subjected to any form of discrimination based on race, gender, age, political opinion, religion, ethnicity, national origin, belief, marital status, parentage, health, sexual orientation, illness, disability, membership of labour organisations, including trade unions, or other personal characteristics during recruitment or employment.

Collective agreements and laws shall be respected and followed, where applicable, at all times, as regards working and break times, including overtime, sickness and parental leave, and other applicable leave rules. All personnel shall be paid in accordance with applicable agreements or legislation.

## Health and Safety in the Workplace

Employees shall be assured a safe and healthy workplace in accordance with applicable laws and regulations.

The required work clothing and protective equipment shall be made available, maintained, used and provided free of charge to employees working in hazardous or potentially risky environments.

Management shall take measures to ensure the safe handling, storage and disposal of chemicals and hazardous substances, and provide employees with adequate training.

Building structures, machines and other equipment must be safe to use, equipped with the required safety functions, and ergonomically designed to prevent accidents and damage from wear and tear.

Preventative measures shall be taken in the workplace to protect employees from work-related hazards, and to ensure a good working environment. Workplaces shall have appropriate procedures for crisis preparedness to identify and assess potential risks and emergency situations.

Contingency plans, evacuation, and fire safety and response procedures shall be implemented and practised.

## Data Security

Data must be protected, and the appropriate measures must be taken to protect data confidentiality, integrity and availability. International and European practices and legislation for cyber security, including monitoring processes, shall be followed to protect Maskinarbeten, their customers and suppliers from breaches, cyber attacks or other cyber incidents.

Working towards a recognised data security certification, such as ISO 27001 or similar, is encouraged.

## Environmental Impact

Workers shall prioritise continuous efforts to achieve sustainable management and minimal environmental impact within their areas of operation. This means being aware of and monitoring important environmental aspects, which includes the environmental effects of:

- Combustion of fossil fuels
- Products and production methods
- Transportation
- Pollution of air, water and ground
- Management of waste and hazardous substances



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Energy consumption is a major contributor to climate change. To meet the challenge of achieving a supply chain with net greenhouse gas emissions, Maskinarbeten require all suppliers to monitor and reduce their energy consumption, and promote the use of renewable, climate-friendly and alternative energy sources for their operations and logistics systems. Maskinarbeten encourage innovative solutions, techniques and development that positively influence the sustainability mindset.

Only minerals and metals should be used that have been extracted and treated in such a way that they do not contribute to increased climate impact, and use of the resources is efficient. The extraction or use of raw materials must not affect human rights, forced displacement or the right to land, forest and water.

Workers shall at all times ensure that all chemicals and hazardous substances used in the manufacture of Maskinarbeten's products comply with the requirements of national environmental legislation, regulations and industry standards. The supplier shall comply with all applicable laws and regulations, such as REACH and RoHS. Waste must be stored, handled and dealt with responsibly and in accordance with local legislation to prevent pollution and to ensure the health and safety of employees. As water is an important prerequisite for sustainability, everyone shall take measures to minimise their water consumption and avoid water pollution by preventing and reducing the discharge of waste water.

## Anti-corruption

The company, management or employees must not be involved in any form of corruption, which includes bribery, kickback/hidden commission, fraud or extortion. No action is permitted if this would result in measures that conflict with applicable anti-corruption legislation or anti-corruption regulations, or lead to Maskinarbeten's, their customers' or suppliers' contravention of them. The highest level of integrity must always be maintained in all business relationships, and business must be conducted in an open and transparent manner to avoid conflicts of interest. All parties shall respect and comply with all applicable fair trade and competition laws and regulations.

## Compliance

There must be documented procedures for handling queries and complaints relating to Maskinarbeten's Code of Conduct. At Maskinarbeten's request, all suppliers must inform Maskinarbeten of the addresses of the factories where the products are manufactured. Suppliers must agree to Maskinarbeten and its representatives carrying out inspections to ensure compliance with this code of conduct. These inspections may be carried out at any time, announced or unannounced, at all production facilities where Maskinarbeten's products are manufactured. This also includes subcontractors. Maskinarbeten and third parties representing Maskinarbeten shall have access to the documentation that is required to verify compliance with this code of conduct.

CEO Eddie Johansson