

Code of Conduct

FOR THE GREENCARRIER GROUP

Within the Greencarrier group we pride ourselves on having skilled and committed staff. We are happy to say that we work successfully together and have fun at the same time. Humour & Joy are also among our company's core values. We have a positive attitude in the way we communicate and co-operate. Greencarrier recognizes its responsibility to perform its services and business activities with a high degree of ethics and have therefore defined some common principles or standards for our performance. The principles align with our core values (commitment, involvement, humour & joy) and apply for all our business activities, globally.

We take pride in our staff and strive to be a good employer. By investing in our staff's well-being and development, we secure qualified and highly motivated staff. By conducting business according to ethical, professional and legal standards we are a fair and honest business partner.

We stand for quality and personal commitment and we have a long term approach to everything we do. We want to be a responsible corporate citizen and we believe that by caring for the world around us, and the people in it, we become a better business partner and employer. This is part of our Greencarrier Spirit where we also encourage our employees to take part by setting aside a part of the Group's yearly profit in a fund to support CSR projects. We believe in the importance of environmental protection and improvement for the long term. Our ambition is to apply the best possible environmental practice whenever we can. We always strive to minimize environmental impact, aiming for continuity in everything we do. . This Code has been communicated to the whole Greencarrier organization and we expect all Greencarrier employees to follow these standards. We expect everyone, with whom Greencarrier has commercial dealings, to have a natural respect for our standards in the context of their own particular culture, to extend the same principles set out in this Code to their own organizations and all others with whom they do business and to comply with all relevant laws, regulations and directives in the country in which they operate.



Stefan Björk
Owner

Human Rights

We recognize our responsibility to observe Human Rights that apply to our performance toward communities in which we operate and towards our business partners and employees. We treat all persons equally, with dignity and respect, regardless of their race, colour, religion, sexuality, age, gender, nationality or disability. Greencarrier respects the rights and cultural practices of people in the countries in which we operate.

Internal relations

At Greencarrier, we have created a corporate culture marked by an open dialogue, mutual respect, commitment, involvement and a structure designed to maintain and develop our competences. Our corporate culture promotes and encourage diversity and assures strong employee participation at all levels. We provide equal employment opportunities to all employees regardless of age, race, color, gender, nationality, national origin, marital status, medical condition, mental or physical disability, sexual orientation or religion and do not allow discrimination or harassment of any kind.

The Greencarrier Group takes a great distance from both offensive treatment and harassment. We expect all our employees to share the same point of view and contribute to a positive work environment where we show respect for each other's differences. Deliberately violating or harassing a colleague is an act that violates the employment contract.

Definition:

Harassment describes any behavior that ridicules or downgrades employees regarding their gender, gender identity or expression, age, sexuality, religion, disabilities or ethnicity. Harassment can also be of a sexual nature, both physical and verbal, including unwelcome compliments, invitations and annotations.

While employed by Greencarrier, we should not take up outside employment or engagement, which could harm or otherwise negatively affect the performance of our work or the interests of Greencarrier. We shall not participate in any activity outside Greencarrier that could damage Greencarrier's reputation or integrity.

Business Partner Relationships

The relationships with our partners are based on the principle of fair and honest dealings at all times and in all ways. We take pride in what we do, and we are committed to align all our activities with the principles that are integral to our organization: integrity, trust, transparency and accountability. Greencarrier specifically requests its partners to extend the same principle of fair and honest dealings to all others with whom they do business, including employees, subcontractors and other third parties.

Business ethics

We shall conduct our business in an ethical manner in accordance with all applicable rules, regulations and Greencarrier policies and refrain from all forms of extortion and bribery. Acts of bribery or corruption are designed to influence an individual in the performance of their duty and incline them to act in a way that a reasonable person would consider to be dishonest in the circumstances. It is Greencarrier's policy to conduct business in an honest way, and without the use of corrupt practices or acts of bribery to obtain an unfair advantage. We will not tolerate bribery or corruption in any form.

Read more about anti bribery and corruption in the **Anti bribery and corruption policy**.

Environment

We believe in the importance of environmental protection. Our ambition is to apply the best possible environmental practice whenever we can. We always strive to minimize environmental impact. We have a long-term commitment to environmental issues and are involved in various projects in the field.

We strive to reduce the use of resources and prevent pollution of the air, water and soil. Our ambition is to stimulate each employee to increase knowledge about environmental issues, and be aware of the environmental aspects of their duties. In order to reach knowledge about our environmental work we shall continuously communicate this work both internally and externally.

Customers, suppliers and other partners shall, together with our employees, be involved in this endeavor. We shall always comply with laws, ordinances, regulations and other requirements.

In addition to this, read more in our **Environmental policy**.

Health and Safety

We shall always provide a safe and healthy workplace for all of our employees. As a minimum, we shall comply with laws, ordinances, regulations and other requirements.

Greencarrier always strives to work preventive regarding health and safety in a systematical way in order to control the wellbeing in both physical and psychological manners.

We are committed to continual improvements and we provide training and education opportunities for employees that support their work plans. We follow all relevant employee legislations and regulations in all countries where we operate.

Legal Performance

We shall comply with all applicable laws and regulations in the relevant areas where we operate. It is our responsibility to be familiar with the laws applicable to us in any business situation including competition and environmental laws.

We shall treat all personal data with due care and in compliance with applicable laws and regulations. We shall obtain and retain personal information about customers and business partners only by legitimate means, shall strictly manage and protect such information, and shall only use such information for its intended purposes.

It is our responsibility to conduct ourselves in work-related situations and otherwise in a way that does not reflect or risk reflecting negatively on the good reputation of Greencarrier.

Greencarrier shall maintain accurate and reliable financial records. All financial and other reports shall give an accurate account of Greencarrier's business transactions.

Sustainability

Greencarrier's actions towards the Global Goals for Sustainable Development

Our vision is to create a more sustainable tomorrow. As part of our ambitions within sustainability, we have reviewed all UNs 17 Global Goals for Sustainable Development and their 169 Targets, and evaluated where we can make most impact. The following five chosen goals are those goals that Greencarrier mainly is focusing on as a contribution as a part of the environmental sustainability work;

- #7 Affordable and clean energy
- #8 Decent work and economic growth
- #10 Reduced inequalities
- #12 Responsible consumption and production
- #13 Climate action

Read more about these goals, and the steps we are taking to reach them and the rest of our view on sustainability in our **Sustainability Report**.

The firm will investigate thoroughly any actual or suspected breach of this policy, or the spirit of this policy. Employees found to be in breach of this policy may be subject to disciplinary action which may ultimately result in their dismissal.

Checklist

Always take the following things into consideration before making any decision:

- ✓ What are the possible consequences of my action or failure to act?
- ✓ Will my action or failure to act build confidence in Greencarrier?
- ✓ Is my action or failure to act lawful?
- ✓ Is my action or failure to act consistent with the spirit of the Code of Conduct?
- ✓ Might my action or failure to act be affected by personal interest or any other conflict of interest?
- ✓ Will my action or failure to act stand up to public scrutiny?
- ✓ Will my action or failure to act protect Greencarrier's reputation as a Group that strives to maintain strict business ethics?

If you are unsure about what to do in a particular situation, you would be wise to ask your immediate supervisor, the concerned CEO or Manager of your business area, company or country or the HR department for advice.