

## Bravida's Code of Conduct for suppliers and their subcontractors

**Bravida's goal is to always act in a professional and responsible manner. Bravida aims to offer products and solutions that help reduce negative environmental impact and improve people's lives. For this reason, Bravida works with carefully selected suppliers and partners that share Bravida's values and comply with the requirements of this Code of Conduct.**

Bravida's cooperation and relationships with its suppliers should reflect Bravida's values: Professionalism, Simplicity, Competence and Good Conduct.

- Professionalism stands for Bravida's commitment to and responsibility for its economy and profitability.
- Simplicity refers to a simple and straightforward attitude.
- Competence refers to our knowledge, will and ability.
- Good Conduct denotes reliability and responsible behaviour.

### Application of the Code of Conduct

Bravida's Code of Conduct is binding and applies to all Bravida's suppliers. However, our suppliers are free to set their own requirements for their relations with their subcontractors in addition to those in this Code of Conduct, but it remains the supplier's responsibility to ensure that its subcontractors comply with the requirements in Bravida's Code of Conduct. On request, the supplier must also be able to inform Bravida about which subcontractors they use. As a condition of doing business with Bravida, suppliers and their subcontractors must permit Bravida and its agents (including third parties) to conduct supplier audits which may include confidential interviews with employees, in order to determine their compliance with this Code of Conduct.

### National legislation and the Code of Conduct

All suppliers and subcontractors must comply with relevant laws and regulations applicable to their activities in the countries in which they operate. Taxes and other charges must be paid on time. If a conflict should arise between the Code of Conduct and national legislation, national legislation takes precedence. If the Code of Conduct includes more precise requirements than the national legislation, or additional requirements, the Code of Conduct's requirements shall apply.

### Product liability

Bravida only works with suppliers of materials and products that are not hazardous to the environment or people, and suppliers are also expected to comply with the BASTA-system or equivalent.

### Environmental impact

Suppliers and their subcontractors must comply with national legislation governing environmental impact. Bravida gives priority to suppliers who work actively to identify innovative solutions to reduce the negative environment impact of their operations.

### Insurance

Suppliers who work with Bravida are to maintain adequate insurance cover for their activities and their deliveries. If Bravida so requests, the supplier must submit a copy of their certificate of insurance or other proof of their insurance policy.

### Health and safety

Suppliers who work with Bravida are to guarantee that all their employees work in a safe and secure work environment. This means that the supplier works systematically and purposefully to reduce work-related injuries, inform employees about risks in their work environment, and also ensure that employees have suitable protective equipment and the right training to perform their work in a safely manner.

### Forced labour, harassment and abuse

Suppliers who work with Bravida shall guarantee that no form of forced or involuntary labour, harassment, or abuse of employees occurs within their operations.

### Discrimination

Bravida does not tolerate any form of discrimination in the workplace, which means zero tolerance for people being disadvantaged or wronged or insulted on the basis of their gender, gender identity or expression, ethnic origin, religion or belief system, disability, sexual orientation or age. For example, in all decisions made regarding employment and promotion, wages and salaries, employment benefits, training opportunities, redundancies and terminations, an employee's capacities are to be assessed strictly on the basis of his/her abilities and qualifications.

### Working hours, wages and salaries

Bravida believes that there should be a healthy work-life balance for all employees. Employees' working hours and pay are to be commensurate with or exceed what is required by national legislation or the collective agreement in force. Bravida does not accept employees working more than 48 hours per week on a regular schedule, or more than 60 hours (including overtime) on an irregular schedule, in accordance with ILO's guidelines. Every employee has the right to at least one day off in every seven-day period, except under extraordinary business circumstances. The wages and salaries for employees, including overtime and benefits, should be commensurate with or exceed the level required by the applicable legislation. Deductions from wages or salaries in the form of fines or punishment under any disciplinary practice are not permitted.

### Freedom of association and the right to collective bargaining

All employees have the right to exercise their legal rights to form, join, or refrain from joining organisations that represent their interests as employees. No employee is to be subject to threats or harassment for his/her peaceful exercise of these rights. This means among other things that the employer shall respect the right of employees to bargain collectively.

### Child labour

Bravida has zero tolerance for child labour and a supplier working with Bravida shall guarantee that the supplier does not hire employees of an age below the lowest of either the minimum age under national legislation, or the minimum age under ILO's C138 Minimum Age Convention. The supplier must also guarantee that any employee who is older than the minimum age but younger than 18 years of age has at a minimum working conditions, working hours and salary appropriate to his/her age and in compliance with the applicable legislation.

### Business ethics

All interaction between Bravida and its suppliers is to be based on a professional business relationship. Bravida has zero tolerance for any supplier attempting to unduly influence decision-makers at Bravida, or otherwise taking or failing to take action that could be in breach of the legislation with regard to corruption and bribery in force at the time. None of Bravida's suppliers may participate in price collusion, cartels or other measures, or fail to take such measures, as are in breach of the applicable competition rules. Bravida's suppliers must therefore guarantee in particular to:

- In relation to Bravida or other partners, not act in such a way that a relationship develops into a dependency.
- In relation to Bravida and other partners, be very restrictive in the giving and receiving of gifts, bearing the costs of and receiving gifts of travel and living expenses that do not have a direct connection with the business/commercial relationship between the parties.



**Bravida**  
2015-10-19  
Mattias Johansson  
President and CEO

I certify that the company is aware of and understand Bravida's Code of Conduct for suppliers and their subcontractors and we commit ourselves to follow it

Company

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Date

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Signature

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Name

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