

CODE OF CONDUCT

Code of conduct on human rights and labour rights

One of our vital values at Pos Partner Nordic is a commitment to provide proper conditions for our employees and to ensure our business partners offer similar standards. Not solely because we feel this is the right thing to do, but also because we believe it is, from a business point of view, the most reasonable approach.

We recognise cultural differences and support internationally agreed conventions on human rights and labour rights, including the Universal Declaration of Human Rights and ILO's Declaration of Fundamental Principles and Rights at Work. We dissociate ourselves from all forms of slavery, torture, cruel, inhuman or degrading treatment, working conditions that are a threat to life or health, child labour and heavy, irreversible environmental damage. We will assess the implications to human rights of major business decisions and seek dialogue with stakeholders in the surrounding world and in the local communities in which we operate.

At Pos Partner Nordic we take our responsibility seriously and we want to contribute to ensuring that our business partners and we live up to this responsibility. Therefore we have signed up to and work systematically at complying with the Global Compact. In this way we can develop sustainable relations, which provide value both for the company and for society. The following sections present the details of our responsibility and the importance of the Global Compact to us and our business partners.

Health and safety at work

All employees have a right to a healthy and safe working environment. This means that employees must have proper protective equipment and be sufficiently trained with respect to the tasks they perform.

Reasonable working conditions

All employees are entitled to a binding employment contract describing the key conditions of their employment, e.g. working hours, pay and benefits, overtime pay, holidays, parent leave, breaks, disciplinary measures, access to company facilities, etc.

Forced labour

No employees should be forced to accept employment or be retained against their will. Nor would we tolerate slavery, forced overtime work, forced convict labour, retainment of identification papers, trafficking in human beings or repayment of debt through work.

Pay and benefits

Pay and benefits for work within regular working hours should, as a minimum, correspond with the statutory or collectively agreed minimum pay. We should ensure that our employees' pay and benefits for work within regular working hours are sufficient to cover their basic needs, while leaving them an available reserve.

Overtime work should be paid for by a rate exceeding the normal pay rate. Salaries and wages should be made available in cash directly to the employees unless otherwise specified in local legislation or collective agreements in force.

Working hours and breaks

Work should be so organised that the rights of employees to a private life and leisure time with their family are respected. Overtime work should preferably be assigned on a voluntary basis and should allow for the circumstances of the individual employee. The number and duration of breaks must allow for the nature of work and should afford the employees time for eating, drinking, resting, going to the toilet without prompting disciplinary measures.

Freedom of association and right to collective bargaining

Employees should have the opportunity to join a union of their own choice and employees' wishes to be included in a collective bargaining agreement must be respected. Where free unions are prohibited, we will endeavour to provide an environment in which the management and the employees may discuss pay and working conditions in a non-threatening setting.

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Non-discrimination and equal opportunities

We will not engage in or support discrimination on the basis of race, colour, sex, language, religion, political or other opinion, caste, national or social origin, property, birth, union affiliation, sexual orientation, health status, family responsibilities, age, and disability or other distinguishing characteristics. Hiring, remuneration, benefits, training, advancement, discipline, termination, retirement or any other employment-related decisions shall be based on relevant and objective criteria.

Disciplinary measures

We will only allow disciplinary measures which are necessary, legitimate and fully transparent and which are proportional to the offence committed. We do not use nor condone the use of bodily punishment, physical or mental compulsion or verbal abuse and/or threats.

Right to privacy

We must ensure the right to privacy of our employees. The retrieval of private data about employees should comply with the legislation in force at any time and should be justified by a legitimate business purpose, which has been made known to the employee. Personal data must be provided by the respective employee himself, unless the employee has given his consent in writing to having a third party retrieve the information.

Child labour

All employees must be over 15 years old, over 18 years old if they work in night shifts or in an environment involving risk to their health, safety or moral standards. Employees under 18 years of age should not perform ordinary jobs if this prevents their statutory school attendance or education. Children down to the age of 13 may do light work a few hours a day, if such work does not affect their obligatory education or training or their health and/or development. If children are found to be working and not complying with these directions, they should not be discharged without making a plan ensuring their welfare and settling them in an educational programme.

Security personnel

Security people employed to protect our property must be sufficiently trained in using power to an extent matching the threats they may be facing, without infringing the freedom and safety of others. We must ensure that private security personnel do not interfere with peaceful demonstrations or other democratic processes in civil society. In case the company relies on support from state security forces, the company should maintain a dialogue with the authorities about the means to be applied.

Land management

In the case of transactions involving the purchase or selling of land, we must make sure property rights are duly respected.

Product liability

We must take precautions against defective products at all development stages, including design, testing and manufacturing. Instructions for use and/or warning labels and declarations of contents must be correct. We must also take preventive action to protect users from unwittingly using our products in the wrong way.

Corruption and bribery

We can accept no form of corruption or bribery aimed at achieving advantages, benefits or at influencing political or legal processes. In countries where facilitation payments are commonly used, we must have a clear strategy to abolish such

Company

Data

Signature

Agree about Pos Partner Nordic's code of conduct, and will meet the terms.