

JERNBRO®

**CODE OF CONDUCT**  
for suppliers to  
Jernbro Industrial Services



# CODE OF CONDUCT

This Code of Conduct applies to suppliers to Jernbro Industrial Services and its subsidiaries, here called Jernbro.

Jernbro is the leading company within industrial maintenance and projects in Sweden. We set high standards regarding how our operations affect the environment, the society and the customers' operations in a longer perspective.

The business must be conducted in a professional, safe and environmentally friendly manner that meets requirements set by applicable legislation, applicable industry regulations and agreements. Jernbro's business must be characterized by a high ethical and moral standard. Jernbro also strives to be a responsible and developing employer.

Jernbro places the same high demands on its suppliers and their possible subcontractors. This Code of Conduct describes the principles that Jernbro's suppliers and their possible subcontractors must adhere to.

Violation of the Code of Conduct can lead to the termination of the business partnership with the supplier in question.



# PRINCIPLES

## LAWS AND ETHICS

A basic requirement is that Jernbro's suppliers comply with:

- environmental legislation
- competition rules
- labor legislation
- tax legislation
- safety requirements
- other laws and regulations that set the framework for Jernbro's operations and which are relevant to the individual supplier's mission

Deviations are not acceptable.

Furthermore, suppliers must take responsibility for following high standards of good ethics and business ethics in all their operations and in all relationships. All employees must take personal responsibility, both for their own actions and Jernbro's operations.

Jernbro follows the principles of the UN's Global Compact, the UN's Universal Declaration of Human Rights and the ILO's core conventions for human rights in working life and expects all suppliers to do the same.

## MONEY LAUNDERING

Jernbro shall never accept, facilitate or in any way support activities that involve money laundering.

## **CONFLIKT MINERALS**

Jernbro expects suppliers to work to ensure that their products do not contain conflict minerals that have been extracted from mines that support or finance conflicts within the Democratic Republic of Congo or in surrounding countries.

## **COMPETITIVE ISSUES**

Jernbro does not allow competition to be influenced or distorted through gifts, bribes, price collusion, cartel formation or abuse of market dominance.

Jernbro's suppliers may never use gifts, benefits, bribes or other unauthorized compensation in any form in relation to customers, suppliers, authorities or other decision-makers with the aim of, for example, obtaining or retaining business.

## **GIFTS AND OTHER BENEFITS**

Jernbro's employees may not be offered gifts or other benefits from suppliers that would constitute a violation of the law or that could affect the professional judgment of the employee.



# ENVIRONMENT AND WORKING ENVIRONMENT

## ENVIRONMENT

Jernbro works to prevent and constantly reduce the negative consequences the company's operations can have on the environment. Jernbro strives to conduct its business in an environmentally sustainable manner and must comply with or exceed the requirements set out in laws, regulations and international agreements regarding the reduction of emissions and discharges into air, land and water and expects all suppliers to act in the same way.

The supplier's services, products and processes must be designed in such a way that energy, natural resources and raw materials are used efficiently and that the amount of waste and residual products is minimized.

The supplier must avoid materials and methods that pose risks to the environment when there are other available and suitable alternatives.





## WORKING ENVIRONMENT AND WORKING CONDITIONS

Jernbro's suppliers must work consciously and systematically for a good working environment, both physical and psychosocial. The overall goal is to achieve a safe and healthy workplace that promotes the development of the employees and the company.

When it comes to work-related accidents, Jernbro has zero vision. Jernbro's suppliers must actively work to constantly improve the work environment and regular follow-ups of work environment work must be done.

Jernbro expects suppliers to ensure that all their employees who work with Jernbro and Jernbro's customers during working hours refrain from the use of alcohol and drugs.

All employees of Jernbro's suppliers are obliged to follow the current ones work environment rules and routines and notify the deficiencies you see the workplace to the nearest manager.







## **SUPPLIER'S EMPLOYER'S LIABILITY**

Jernbro's suppliers must respect employees' right to organize themselves in any employee organization and the right to collective bargaining.

No employee may be discriminated against on the grounds of age, gender, religion or sexual orientation disposition, disability, political opinion or ethnic affiliation.

An absolute requirement is that Jernbro's suppliers comply with current legislation regarding employer obligations. This includes, among other things, that the supplier is obliged to check that A-tax and employer contributions are paid for all employees of the supplier and that all employees hold a work permit, in cases where this is required.

## **RELATIONSHIP RULES WITH JERNBRO'S CUSTOMERS**

When employees of Jernbro's suppliers work closely with Jernbro's customers in, for example, their premises and IT systems, they must follow Jernbro's customers' Code of Conduct, safety instructions and other rules of conduct, which must be communicated by Jernbro. If work environment regulations differ, the most restrictive shall be used.

# CONFIDENTIAL INFORMATION

Jernbro strives to have transparent, open and proactive communication with all stakeholders, however without disclosing confidential or sensitive information that could harm the company or the company's customers.

## CONFIDENTIAL INFORMATION AT JERNBRO

In cases where the supplier comes into contact with confidential information about Jernbro, such as strategies, processes, systems, agreements, services and other business activities, this must be protected. The supplier may not spread the information outside the company or to anyone else at the supplier who does not need the information to fulfill the agreed delivery to Jernbro.

## CONFIDENTIAL INFORMATION OF JERNBRO'S CUSTOMERS

In cases where employees of Jernbro's suppliers come into contact with confidential information of Jernbro's customers, this must be protected and not passed on to unauthorized parties.

Information not made public by the customer shall not be disclosed to others except:

1. people who work for the customer and who have access to that kind of information in their work and who have reason to have access to the information
2. other persons authorized by the customer to receive that type of information
3. persons who are employees of the supplier, according to Jernbro's current agreement with the customer

The supplier's employees may not gain access to, copy, reproduce or use the customer's information for any other purpose than to fulfill agreed services with the customer.

The customer's information may not be stored on private computers or other media that do not belong to the customer, unless otherwise specifically agreed with the customer.

If the supplier's employees, according to Jernbro's current agreement with the customer, must take information outside the customer's premises to perform their tasks, the information must be returned immediately when the tasks are completed.

In case of uncertainty regarding the handling of confidential information, the supplier must consult his contact person at Jernbro.

## PROTECTION OF PERSONAL DATA

Jernbro's suppliers must value and respect the individual's right to protection of their personal data. Jernbro and its suppliers must ensure that all processing of personal data takes place in accordance with applicable legislation, regardless of whether the supplier acts as Jernbro's personal data assistant, if the supplier is an independent personal data controller or if responsibility for personal data is shared.



# IMPLEMENTATION AND FOLLOW-UP

## IMPLEMENTATION

Jernbro's suppliers, within their areas of responsibility, are obliged to ensure that their own employees in Jernbro's delivery as well as hired subcontractors have read through, understood and committed to follow the principles in the Code of Conduct.

## FOLLOW-UP

The Code of Conduct must be followed up by the supplier as a natural part of the day-to-day operations. The supplier is responsible for following up compliance with its subcontractors.

The supplier is requested to report violations of applicable laws and regulations or this Code of Conduct in the event that these are committed by Jernbro's own employees. The report must be made to the contact person at Jernbro or to Jernbro's CEO. Jernbro does not accept any discrimination against or retaliation against employees of suppliers who have reported suspected violations.

Jernbro reserves the right to control that the Code of Conduct is followed by the supplier and any subcontractors through, for example, follow-up of the supplier's self-control, audits at the supplier and contacts with the supplier's employees in the current delivery.