

## Code of Conduct

Fameco is a company that strives for a high quality of products and services as well as good legal compliance. The goal is to maintain an ethical compass in business relationships and create credibility in all meetings between the company and surrounding stakeholders.

### Business principles

The company must comply with applicable laws, show respect for the integrity of customers, suppliers, employees, partners, public authorities and other stakeholders. This is so that these stakeholders can make decisions on an objective basis.

In the countries where the company operates through our distribution and purchasing, the company must comply with current legislation and good business practice. It is of the utmost importance to follow the decisions on restrictions and boycotts made by the Riksdag, the government or the UN.

### Law compliance

In all countries in which representatives of Fameco AB operate, they must comply with current legislation and regulations. If there is no guidance regarding legislation and rules prior to a decision, the company's policy and rules must be followed.

Legal expertise must always be consulted if there are doubts about how laws and regulations are to be applied and how they are affected by the company's operations, which are intended for decisions and / or actions.

If there is any conflict between the company's policies and rules in relation to current legislation, legislation must always be followed.

### Business relationships

Business must always take place in accordance with good business practice and in accordance with applicable laws and regulations. They should always be designed in such a way, so that it creates advantages for Fameco compared to current competitors.

All employees at the company must work for a healthy business climate free from irregularities. Examples of irregularities are a requirement from employers to employees to completely avoid situations, which may fall into the definition of bribery. Bribery is committed when a work or contractor on his or her own behalf or on behalf of another receives a bribe or other improper reward for the performance of his or her duties. Bribery is to leave, promise or offer an improper reward to employees or contractors. No definition of what is improper is found in the text of the law but is determined after an overall assessment of all circumstances that are relevant in the individual case.

Examples of benefits that are appropriate:

- Occasional justified work meals of an everyday nature
- Smaller samples or simpler ornaments and souvenirs.
- Simpler courtships on birthdays or in case of illness.

Examples of illicit benefits are:

- Cash gifts, securities, and the like.
- Cash loans on particularly favourable terms.
- Guarantees or debt coverage.
- Purchase price or receivable, amortization or interest that is forgiven.
- Bonus arrangements of various kinds, such as purchases of goods or flights and hotel stays if the benefit goes to the employee and not the employer.
- To have a vehicle, boat, holiday home or similar for private use.
- Fully or partially paid entertainment or holiday trips.

Representatives of Fameco AB may never receive gifts or other rewards given for the purpose of influencing business decisions. Gifts and rewards received for other reasons, such as on the individual's anniversaries and the like, must be in relation to the event and relation to the donor and in any case be of a symbolic nature and never of economic significance to the recipient. If an incident that falls into the category of bribery is recorded, it must be reported immediately to the nearest manager. A conversation with the employee concerned shall be held by the immediate superior. In cases where bribery is reported, it is reported to the CEO, who makes a decision on how the case should continue to be handled. See legislation Taking a bribe: The Criminal Code (Chapter 10, Section 5 a) Giving a bribe: the Criminal Code (Chapter 10, Section 5 b).

## Privacy

If financial activities or other activities are conducted by employees or management who are in direct conflict with Fameco AB, this is not permitted. If family members of employees have a job and / or interest in competing companies, customers and / or suppliers, this must be transparent to employers. If a conflict arises, this must be reported immediately to the immediate superior.

## Accounting

All financial activities within Fameco AB must be booked and reported in accordance with current legislation, precedents and generally approved practices. The company's accounts must describe the transactions in accordance with good accounting practice and in a manner that is not intentionally misleading to authorities or interested parties.

## Environmental principles

### Resource utilization

Fameco AB will work to minimize resource utilization and reduce the company's ecological footprint both globally and locally. In an active way, the company will develop technology and processes to achieve efficient resource utilization in the areas of energy, waste and waste management.

### The precautionary principle

The company shall take measures or restrictions in its operations or take other precautionary measures to prevent, deter or prevent damage or other inconveniences to the environment or health from occurring (The precautionary principle, Chapter 2, Section 3). In simpler terms, this means working towards minimizing environmental and health risks to humans and the environment, which risk arising due to of current business

## Human rights, working environment and society

### Human Rights

In its business relationships and contact with employees and other stakeholders, Fameco AB shall work to uphold the UN principle of human rights. The company's values mean that participation in violations of human rights is not permitted and is handled in accordance with current legislation.

### Prevent discrimination in the workplace

No discrimination may occur within Fameco AB's activities that depend on gender, age, disability, sexual orientation, nationality, religion, political opinion, trade union affiliation, social or ethnic origin. The company strives to reflect the diversity of society at all levels of the organization. It is always suitability for the task that must be decisive in employment or promotion. It is the job of all managers and supervisors to ensure that people are always treated according to these principles.

### Labor law

Fameco AB does not accept any form of forced labor or that child labor occurs within the business or with affiliated suppliers. The minimum age for employment at the company must be the age when the compulsory school education is completed. The company respects the employees' freedom of association and the right to join a trade union organization and the right to collective bargaining for employees.

## **Working environment**

The company must work to maintain a good, safe and healthy work environment that meets the requirements of the Work Environment Act (AML). The work must be conducted systematically, continuously risk assessed, incidents / accidents must be reported to the relevant authorities and managers and there must be a close dialogue with union representatives and other expertise to minimize the risk of occupational injuries and work-related ill health.

## **Society and the outside world**

Fameco AB works to have a good dialogue and respect for society's stakeholders and always strive for good forms of cooperation with society's representatives. The company encourages all types of community involvement. However, it should be added that the company is always neutral to political parties and candidates. No individual parties or candidates may be associated with the company's activities.

## **Responsibility for Leadership and employees**

All employees have a responsibility to operate in accordance with this policy. Violation of this policy may result in disciplinary action in accordance with applicable laws and agreements.

The management and managers of the company have a special responsibility to continuously communicate information in this policy and, through the good example, facilitate compliance with employees. It is important to continuously have a dialogue among employees about regulations and this policy in order to maintain compliance.

If questions or doubts arise about this policy and the rules that have been set, the employee has an opportunity to seek support from his or her immediate superior to avoid violating the rules. Openness and transparency are the main means of preventing or suspecting breaches of the code of conduct.

## **Fair competition**

Fameco and its partners shall respect and comply with all applicable fair trade, competition and anti-trust laws and regulations and shall not have any anti-competitive discussions or enter into any anti-competitive agreements, including illegal price-fixing, market sharing, customer allocation, or other illegal restrictive practices, at any level of the production or distribution chain.

## **Intellectual property**

Fameco and its partners shall respect any relevant confidential information and intellectual property rights by safeguarding against misuse, mis-handling, counterfeit, theft, fraud, or improper disclosure in accordance with applicable law.

### **Suspicion of violation of the code**

All violations of the Code of Conduct must be reported directly to Fameco management or sent through the whistleblowing system

All employees have the right to report suspected deviations from the code in good intentions without risking future retaliation in their work or career development. Failure to report suspected violations of the Code of Conduct may in the long run cause more damage to the company's future than the crime itself.

Crime reports are made to the nearest manager. If it is inappropriate to report to the nearest manager, you can make an anonymous report to through the whistleblowing system