

## ► Code of conduct

This Code of Conduct specifies how we act as business partners, employers and as members of the community. This Code of Conduct has been formally accepted by our board of directors and will be used to conduct and develop our business.

Every employee within our company has the responsibility to follow this Code of Conduct and all other policies we use within our business. The Code of Conduct is, when applicable, valid also for our customers, suppliers and partners.

Every leader within BRA has a responsibility to make sure this Code of Conduct is being followed in the day-to-day business and also has the obligation to act as a model for desired behaviour.

## ► Business principles

BRA will only be involved in activities that are in conformity with National Law, Concluded Agreements and this Code of Conduct.

Customers, Suppliers, and Partners have the right to always be respected and met in a professional way, and unfair advantages are under no circumstances to be given to anyone. Employees at BRA are not permitted to, in any form, contribute to a collaboration or in any other way act in a way that may be perceived as contrary to sound principles of business or as an act of restrain free competition.

Bribes or other illegal or unethical advantages are under no circumstances allowed. Employees at BRA do neither accept nor give inappropriate compensation such as gifts, journeys, tickets or other services that may jeopardize the employee's position.

This Code of Conduct is to be attached to every new contract or business agreement.

## ► Working conditions

Our success is depending on skilled and motivated employees. We want to be a good work place for every employee and our aim is to maintain a healthy environment of work. We show appreciation to our colleagues and promote the professional development of everyone. We do not accept any kind of discrimination or badgering. Every employee has the right to be met with respect by his or her co-workers including every person working for or on behalf of BRA, regardless sex, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age.

Every employee has the right to freely choose organization or union to be represented by. Every employee at BRA has the right to access a sound and healthy working environment. To prevent both accidents and illness, the work to improve working conditions, and the work with safety within BRA are to be conducted systematically and organized in a way that allows every employee to influence his or her own situation at work.

We have an open communication including both a right to get, and an obligation to seek information.

All of BRA s employees are to be unaffected by alcohol or by drugs during work.

## ► Environment and CSR

Our Corporate Social Responsibility implies a long term responsibility in relation to society. We aim to act from a point of view that leads to a sustainable development in the long term. Every employee at BRA has the duty in their daily work to consider not only the financial development of his or her acts, but also the effect it has on the environment as on society as a whole. Our sustainability policy is an integrated part of our core documentation and guidelines for how we conduct business.

## ► Information and communication

Our information and communication is based on principles of an open, clear, relevant and fast action. All our stakeholders are entitled to get a true picture of our activities and the way we conduct business.

## Social medias

We encourage our employees to talk about us in Social Media as long as the guidelines in this Code of Conduct are being respected. We answer questions, correct errors and help customers to a solution. We are honest about our names and where we work. We use a friendly and open tone of voice, we avoid irony and sarcasms and we do not denigrate our competitors.

## ► Compliance

Non-compliance, or suspicion of non complains to the present Code of Conduct is to be reported either to nearest superior or to our Whistle blower phone number +46 (0)8-50 60 88 66 between 8 am to 5 pm, Monday to Friday. The reporting person has the right to be anonymous.

## ► The principles of global compact

You will find the principles of Global Compact at [www.globalcompact.org](http://www.globalcompact.org)