

Code of Conduct Spaljisten AB

Purpose

Spaljisten's Code of Conduct is a guiding document for how we as employees should act in our daily operations. Our shared core values – Commitment, Respect, and Sustainability – follow the Code of Conduct and aim to create a safe, fair, and professional work environment, while also serving as support for decision-making. The Code of Conduct is not a complete compilation of laws and regulations, but a complement that provides guidance in everyday situations.

The purpose is to ensure that employees, colleagues, suppliers, customers, and other stakeholders are treated lawfully, fairly, and ethically.

Applicable legislation always takes precedence. We must respect human rights, people's safety and health, as well as the environment.

Responsibility:

All employees, managers, and board members are responsible for understanding and following the Code of Conduct. In case of uncertainty, the immediate manager or HR should be contacted.

Our Fundamental Principles

We follow laws, regulations, and guidelines regardless of where operations are conducted. We respect human rights and international labor standards according to the UN Declaration and ILO Core Conventions. This means, among other things, that:

- We do not accept child labor or forced labor.
- We treat all employees fairly and without discrimination based on gender, gender identity or expression, ethnicity, religion, disability, sexual orientation, or age.
- We uphold good business practices and ethics.
- We support employees' right to organize in unions.
- We promote diversity and equal conditions in recruitment, compensation, skills development, and promotion.
- We do not tolerate any form of harassment.
- We follow common routines for a safe and pleasant work environment (for example, mobile phone use, parking, smoking).

Business Ethics

Our success is built on relationships based on honesty, integrity, and mutual trust. All employees must treat customers, suppliers, competitors, and colleagues fairly. Manipulation, withholding of information, misuse of privileged information, or distortion of facts is not consistent with Spaljisten's Code of Conduct.

At events, invitations, and other forums, business purpose and professionalism must be carefully considered before deciding to participate.

Confidential Information

Information entrusted by the company, customers, suppliers, or other stakeholders must be kept confidential. Confidential information is that which, if disclosed, could benefit competitors or harm

the company, customers, or suppliers. Therefore, such information must never be discussed in public places or on mobile phones where there is a risk of being overheard.

Conflicts of Interest

Business decisions must always be made in the best interest of the company. A conflict of interest arises when personal interests take precedence over the company's. For example:

- Accepting gifts or benefits from suppliers that could influence a decision.
- Having secondary employment that affects work or takes place at a competitor.
- Holding financial interests in a supplier, customer, or competitor.

Protection and Proper Use of Assets

All employees are responsible for using the assets of the company, suppliers, and customers correctly and only for business purposes. Assets must be protected against loss, damage, misuse, theft, or destruction. Company assets are to be used solely for legitimate business purposes.

Whistleblowing

Whistleblowing means that employees or external parties report suspected irregularities such as bribery, corruption, environmental crimes, serious safety risks, or gross misconduct. The purpose is to detect and address risks early that could harm the business or society. Reporting can be done anonymously via the whistleblowing function in the employee handbook or via a form on our website. No login is required, and computers are available to ensure anonymity. All reports are treated confidentially and investigated promptly. Employees who report in good faith are protected against retaliation. Feedback is provided to the extent possible without compromising anonymity or the integrity of the investigation.