



## SVEASKOG Code of conduct

***SIA Sveaskog Baltfor, as a company related to Sveaskog, has adopted this code of conduct as guidelines for business partners and for its core business. SIA Sveaskog Baltfor expects from its cooperation partners that, in order to ensure good cooperation, they will adopt the principles defined in the code of conduct.***

### Our Values



**Responsibility**



**Courage**



**Curiosity**

Our values should permeate our corporate culture and help us share a common attitude in our day-to-day activities.

### Why have a code of conduct?

Sveaskog is dependent on the confidence that society has in us. It is only through a high degree of confidence that Sveaskog will be able to continue being a successful enterprise. Sveaskog's code of conduct clarifies how we should act as a business partner, employer, employee and member of society.

### To whom does the code of conduct apply?

The code of conduct applies to all employees within Sveaskog. It is everyone's responsibility to lead by example. Those who make agreements with customers, suppliers, contractors and consultants must ensure and check that these agreements comply with the code of conduct.

### The code of conduct provides guidance

The code of conduct does not provide all the answers for how we as employees are to act in various situations. Always use your common sense and let the questions below guide you in your decision.

- Is it legal?
- Is it ethically right?
- Might my decision have an impact on the confidence in Sveaskog?
- What would I think if someone else did the same thing?

There can often be difficult situations and trade-offs, and there is rarely an easy answer, so never hesitate to ask colleagues or your manager if you are unsure.

### Our joint responsibility within Sveaskog

Sveaskog must act long-term, efficiently and profitably and work actively to achieve sustainable value creation. In order to achieve sustainable value creation, Sveaskog must lead by example in the area of sustainable business, which means that the company must act responsibly in relation to e.g. the environment and climate, human rights, working environment, working conditions, gender equality, diversity, business ethics, anti-corruption and taxation. Sveaskog must also ensure that there is no abuse of the special status that it may be afforded as a state-owned company, e.g. by ensuring reasonable terms and conditions for customers and suppliers.

Sveaskog should be a great place to work for all, regardless of gender, gender identity or expression, ethnicity, religion or other beliefs, disability, sexual orientation or age, and everyone should have the same rights, opportunities and obligations.

Sveaskog supports the UN Global Compact, which encompasses ten principles in the areas of human rights, labour, the environment and anti-corruption.

### **Working environment**

All employees are entitled to a safe and stimulating working environment characterised by respect and trust. All Sveaskog employees contribute their dedication, their skills and their loyalty to Sveaskog's vision and goals. Managers and employees are required to actively combat all forms of discrimination.

### **Ethics**

Sveaskog only commits to business activities that comply with laws and agreements and that are in accordance with our code of conduct. We do not become involved in activities that we cannot openly take responsibility for or report, and we make no business decisions on the basis of personal interests or relationships. Bribes, concealed commissions or other illegal or unethical benefits are not permitted. Sveaskog employees must not in any way participate in cooperation or otherwise act in a way that could be perceived as restrictive of competition.

We want to build trusting relationships with customers, suppliers and contractors and therefore always apply the rules for procurement and sales that exist at Sveaskog. We must not engage suppliers or contractors if we are aware that they have neglected their obligations towards business partners or employees, violated laws, regulations or agreements, misused the institute of bankruptcy or have an unclear ownership structure.

### **Reporting violations**

In the event of a violation or suspected violation of the code of conduct, this must be reported. The whistleblower function is limited to serious irregularities and grievances and to a limited circle of people in leadership positions. The whistleblower function is an alternative channel [sveaskog.whistleblower.se](mailto:sveaskog.whistleblower.se) to the usual reporting channels. The report goes to an external company, and you may remain anonymous.

The whistleblower function is not for reporting minor violations or general dissatisfaction and complaints. If you have any comments regarding the business, you should initially (ordinary reporting route) contact your line manager or the manager responsible for the activity in which the irregularity has arisen. If this is inappropriate, contact the HR manager or a corporate lawyer.

### **Stable forestry**

Sveaskog adheres to the principles of forest certification according to FSC (Forest Stewardship Council), with a long-term focus on stable wood production, environmental and nature protection.

We manage and monitor our operations taking into account certain economic, environmental and societal requirements, thus ensuring that Sveaskog complies with the principles of sustainable forestry. According to FSC requirements, Sveaskog's activities are regularly monitored by both internal and independent external auditors.

We must work so that those suppliers and entrepreneurs who cooperate with Sveaskog can maintain stable forest management, and this is always explained when buying services.

### **Information and communication**

Sveaskog's information and communication is based on reliability, openness and active dialogue with employees and other interested parties.

As Sveaskog employees, we create the image of the company with our activities and the facts we spread in our environment, both at work and privately.