

# Code of conduct

Policy for Code of Conduct for AB Hällde Maskiner



Food Preparation Machines  
Made in Sweden

*The policy is adopted and established by the Board of HALLDE. The policy shall be revised as required, and reviewed at least once a year. This document is reviewed at 2019-06-04.*

*HALLDE applies the United Nations Global Compact and our Code of Conduct reflects the commitment we have to the ten principles of the Global Compact:*

## **Human Rights**

HALLDE supports and respects the protection of internationally proclaimed human rights and makes sure that we are not complicit in human rights abuses.

## **Labour Standards**

### ***Freedom of association***

As local or relevant laws allow, all employees are free to form, join or not to join unions and have the right to collective bargaining when employed by HALLDE.

### ***Forced and compulsory labour***

No form of forced or compulsory labour is tolerated by HALLDE and all employees have the right to leave their employment as stated by contracts or local laws.

### ***Child labour***

We are not complicit in any form of child labour or other forms of exploitation of the child. No one is employed below the completion of compulsory school or under the age of 15 and no one under the age of 18 is employed for hazardous work within HALLDE.

### ***Work place***

HALLDE shall provide a working environment that is healthy, safe and in accordance with the relevant conventions and applicable local laws for all employees. HALLDE makes every effort to pay fair salaries and remuneration in accordance with relevant norms in the locations in which HALLDE has operation.

### ***Discrimination***

Diversity amongst HALLDE employees is a positive attribute and HALLDE offers all individuals equal opportunities. No one regardless of ethnicity, colour, sex, sexual orientation, nationality, parental status, marital status, pregnancy, religion, political opinion, ethnic background, social origin, social status, age, union membership or disability shall be discriminated. Harassments in the form of physical or psychological abuse are strongly prohibited within HALLDE as are any kinds of intimidation or other threats.

## Environment

### ***Precautionary approach***

Sustainable development is a key word for HALLDE and finite resources is avoided as often as possible. HALLDE also has a precautionary approach towards environmental challenges which means that we avoid dangerous materials when suitable and more environmentally friendly alternatives are available.

### ***Environmental responsibility***

HALLDE will, wherever possible, work to reduce the environmental impact of the operations and contribute to long-term, sustainable development through active and systematic environmental work. Innovative developments in products and services that offer environmental and social benefits are as well as a greater environmental responsibility promoted and supported by HALLDE.

## Anti-corruption

HALLDE's reputation of honesty, integrity and responsibility must be upheld and any involvement in bribery, extortion or corruption in any form is not tolerated by HALLDE. HALLDE makes active efforts to ensure that this does not occur within the company.

The term corruption refers to abuse of a position of trust for own or the company's gain, for example through the use of bribes. It is forbidden to offer, promise or give as well as request, accept a promise of or receive a bribe. A bribe is a gift or other benefit that might influence another person, as part of their employment or duties, to show improper favour to the giver. HALLDE's employees may – for example – not offer, give, receive or request gifts, services, entertainments or other rewards that:

- › Violate accepted business practice.
- › Have an unreasonable value.
- › Consist of money, securities, cash loans, or other types of personal payments in the form of discounts, commissions, bonuses or fees.
- › Consist of pure leisure or vacation trips.
- › Violate existing laws.
- › Are other rewards which due to their value or other relevant circumstances are typically likely to improperly influence the recipient in the exercise of their professional duties or in another manner risk embarrassing the company or the employee in the event they become public knowledge.

This does not prevent employees of HALLDE from receiving or offering promotional gifts designed to retain and promote good business relationships with customers and other business partners. This subject to the condition that such gifts are modest, openly accepted and offered and otherwise compliant with this Code of Conduct.

## Consumer Interests

When dealing with consumers, HALLDE acts in accordance with fair business, marketing and advertising practices. HALLDE also ensures that provided goods and services meet all agreed and legal standards.

## Competition

HALLDE is conducting its activities according to applicable laws and regulations. HALLDE refrain from concluding unlawful anti-competitive agreements as well as exchanging unlawful price and/or market information with competitors.

## Export Control

HALLDE shall comply with all applicable rules regarding export controls, including not acting contrary to, or with persons implicated in economic sanctions.

## Conflicts of Interest

HALLDE's employees shall always work in the company's best interest and avoid all acts that might be perceived as favouring a third party at HALLDE's expense. Employees shall avoid all types of activities that violate the company's interest or have a negative effect on the employee's possibility to act with judgment and integrity.

HALLDE's employees may not spread or abuse confidential information. This principle may be waived if specific permission has been given by the Managing Director. Examples of confidential information include non-public information about HALLDE's operations, financial position, strategies, business transactions, business plans, business processes, etc.

HALLDE respects personal information and handles it carefully. HALLDE respects individual personal information that the company can obtain or use in information processing and ensures that that personal data in the operations is handled in accordance with applicable laws and regulations.

## Relationships with external parties, such as suppliers and business partners

HALLDE has a separate code of conduct for suppliers, based on the same principles as the internal code of conduct, which all business partners must comply with.

## Violations

HALLDE will ensure that immediate action, such as termination of employment, is taken against those who violate this Code of Conduct and that circumstances in violation of applicable laws and regulations are reported to the relevant authorities.

Violations of the Code of Conduct shall be reported to the immediate manager. If such person is involved or otherwise disqualified, the reporting can be done directly to the Management Group.