

# Code of Conduct

– for suppliers and their  
respective subcontractors



**Bravida's goal is to always act in a businesslike and responsible manner. Bravida shall offer products and solutions that contribute to reducing negative environmental impact whilst improving people's lives.**





## Bravida's Vision:

Bravida enables customers to leverage the full potential of their properties. Through service and installation we bring properties to life – leading the way towards a sustainable and resilient society.

Bravida works with carefully chosen suppliers and partners who share our core values and meet the demands of this Code of Conduct for suppliers and subcontractors (the "Supplier Code of Conduct"). Bravida's collaboration and relationships with suppliers shall be characterised by Bravida's core values:

- **Care for Business**
- **Keep it simple**
- **Take responsibility**
- **Be proactive**

### Application of the Code of Conduct

Bravida's Code of Conduct describes how we expect our employees to act. Bravida's Supplier Code of Conduct is binding, applies to all Bravida's suppliers and contains those parts of our Code of Conduct that are applicable to our suppliers. Suppliers are, however, at liberty to make their own demands in their supplier collaboration, in addition to those in the Supplier Code of Conduct. It remains the supplier's responsibility to ensure that its subcontractors meet the requirements of the Supplier Code of Conduct.

On request, the supplier must also be able to tell Bravida which subcontractors they use. As a condition of doing business with Bravida, suppliers and their subcontractors shall permit Bravida and its agents (including third parties) to conduct checks, which may include confidential interviews with employees, in order to determine their compliance with the Supplier Code of Conduct.

### National legislation and the Code of Conduct

All suppliers and subcontractors shall comply with the relevant legal acts and ordinances applicable to their business in the countries in which they operate. Taxes and other charges shall be paid on time. If there is a conflict between the Supplier Code of Conduct and national legislation, the latter takes precedence. Should the Supplier Code of Conduct contain more detailed requirements or more requirements than the national legislation, then the requirements of the Supplier Code of Conduct shall apply.

### Reporting unethical conduct

Bravida must practice what it preaches and comply with our Code of Conduct and core values. Unethical conduct contrary to our Code of Conduct and core values shall be reported to the responsible manager at Bravida, Bravida's Chief Legal Officer or, if preferable, through Bravida's whistle-blower function, which can be accessed via Bravida's website.

### Product liability

Bravida only works with suppliers of materials and products that are not hazardous to the environment or people, and suppliers are also expected to comply with the BASTA criteria or an equivalent standard.

### Environmental impact

At Bravida we work systematically on reducing our business's environmental impact. Suppliers and their subcontractors must comply with national legislation governing environmental impact. Suppliers shall also have procedures to minimise use of resources and emissions affecting the environment and climate, and to ensure that the environment is taken into consideration in materials selection and chemical product content.

Bravida prioritises collaboration with suppliers who systematically improve their environmental performance through clear targets and follow-up, and who offer innovative solutions to the environmental challenges facing society. In this work, suppliers shall apply a lifecycle perspective to the environmental impact of their products and services, as well as imposing relevant environmental requirements on their subcontractors.

### Insurance

Suppliers who work with Bravida are to maintain adequate insurance cover for their activities and their deliveries. If Bravida so requests, the supplier shall submit a copy of their certificate of insurance or other proof of their insurance policy.

### Health and safety

Suppliers who work with Bravida are to guarantee that all their employees enjoy a safe and secure work environment. This means the supplier must work systematically and resolutely on reducing work-related injuries, informing employees about the risks associated with their work environment and ensuring that employees have suitable personal protective equipment and the right training to perform their duties.

### Forced labour, harassment and abuse

Suppliers who work with Bravida guarantee that no form of forced or involuntary labour, harassment or abuse of employees occurs within their operations. The term forced labour refers to any work or service which is exacted from any person under the threat of a penalty and for which the person has not offered himself or herself voluntarily. All labour shall be provided freely and the employee shall retain the right to terminate their employment after a reasonable period of notice.

### Discrimination

Bravida has zero tolerance for any form of discrimination in the workplace, i.e. that someone is disadvantaged by being violated or treated less favourably than someone else is treated, has been treated or would have been treated in a comparable situation, if this disadvantaging is associated with sex, transgender identity or expression, ethnicity, religion or other belief, disability, sexual employment, promotion, remuneration, benefits, training, layoffs and termination, the employer shall strictly limit their assessment to an employee's skills and qualifications

### Working hours and salaries

Bravida believes that all employees should enjoy a healthy work-life balance. All employees, including seasonal staff, shall have an employment contract written in a language they can understand that specifies their working hours, pay and holiday entitlement. Employees' working hours and salary are to be commensurate with or exceed the requirements of the national legislation or current collective agreement. In accordance with the ILO's guidelines, Bravida does not accept employees working more than 48 hours in a regular working week or more than 60 hours (including overtime) on an irregular basis. All employees retain the right to at least one day off in every seven-day period, unless extraordinary business circumstances prevent this. The wages and salaries of employees, including overtime and benefits, should be commensurate with or exceed the level required by applicable legislation. Deductions from wages in the form of fines or a punishment as part of disciplinary praxis are not permitted.

### Freedom of association and the right to collective bargaining

All employees are entitled to exercise their legal right to form, join or refrain from joining organisations that represent their interests as employees. No employee is to be subject to threats or harassment for her or his peaceful exercise of these rights. Among other things, this implies that the employer shall respect the right of employees to bargain collectively.

### Child labour

Bravida has zero tolerance for child labour, and a supplier working with Bravida is required to guarantee that they do not employ anyone below whichever is the lower of the minimum age under national legislation and the ILO's C138 Minimum Age Convention. The supplier shall also guarantee that any employee who is older than the minimum age but younger than 18 years of age has at a minimum working conditions, working hours and pay appropriate to her or his age and in compliance with applicable legislation.

### Sanctions

Sanctions may be enforced as a foreign policy instrument by a country or other body to prohibit trade with certain countries, individuals, entities or sectors. The United Nations, European Union and United States are among those who issue sanctions lists. It is prohibited to conduct business, whether directly or indirectly, with any country, individual, entity or sector that is subject to sanctions.

### Information security and personal data

Confidential information concerning Bravida's business or our business partners shall be handled with care and not disclosed to any unauthorized third parties. Personal data shall be protected and processed in accordance with applicable legislation and regulations.

### Fair competition

We consider it unacceptable that we or any of our partners should behave in a manner that may distort free competition. None of Bravida's suppliers may collude in price fixing or cartels or act, or fail to act, in violation of applicable competition regulations.

### Corruption, conflicts of interest, gifts and entertainment

All collaboration between Bravida and suppliers shall be businesslike, beneficial to both parties and free of any conflicts of interest. For this purpose, the term beneficial refers to business benefits. All business decisions shall be reached without consideration for personal gain. Bravida will not tolerate any supplier attempting to exert undue influence on decision-makers at Bravida. Nor is it acceptable to in any other way take, or fail to take, measures that may contravene applicable legislation on corruption and bribery or the principles set out in Bravida's Code of Conduct. In relation to Bravida or other partners, Bravida's suppliers shall therefore specifically guarantee that they will:

- refrain from acting in such a way that a relationship develops into dependency; and
- remain highly restrictive with regard to giving and receiving gifts and other benefits and refrain from paying for and accepting travel and subsistence.



**Bravida**  
Mattias Johansson  
President and CEO

**I, the undersigned, certify that the company has familiarised itself with and undertakes to comply with Bravida's Code of Conduct for suppliers and their respective subcontractors.**

.....  
Company

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Date

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Signature

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Name clarification



We bring  
buildings to life.

