



POLICY

Ansvarig utgivare	Godkänt av	Datum	Senast reviderad	Sida
Jeanette Börjesson	Björn Vedin	2017-09-18	2023-05-26	1(3)

Code of conduct

Domsjö Fabriker's code of conduct is to be respected and followed by all employees. Domsjö Fabriker also requires that business partners respect and follow the code of conduct. The code of conduct constitutes an overall framework which is supplemented by detailed rules and guidelines for specific areas. The employees' behavior and actions shall be characterized by always having Domsjö Fabriker's interests in mind. The basic principle is that every employee should act and behave in a respectful and credible manner.

Domsjö Fabriker follows all principles in the UN's Global Compact, the International Labor Organization's (ILO's) core conventions and the OECD's guidelines for multinational companies.

Values

The common values characterize the entire organization. Employees shall work for a positive Domsjö spirit that includes the common values Integrity, Commitment, Passion, Border Freedom and Speed.

Business ethics

Domsjö Fabriker complies with the laws, rules and regulations that apply in the countries where the company operates. Domsjö Fabriker requires all business partners to act accordingly. Domsjö Fabriker also follows the Aditya Birla Group's human rights policy, which states that the company must respect human rights and strive to avoid involvement in restrictions or abuse of human rights. The company must also identify, evaluate and minimize potential negative effects through due diligence and case management and effectively resolve complaints from affected stakeholders.

Communication

The company's operations are characterized by open and honest communication. The communication shall be easily accessible and take legal requirements and commercial confidentiality into account. Information about Domsjö Fabriker's operations, customers or suppliers may be confidential or protected. All co-workers must act to protect such information from unauthorized use and dissemination. Employees shall handle information about the company, colleagues, customers and suppliers in a responsible manner.

Corruption

The business and its relationships must be handled in a responsible and ethical manner. No form of corruption, bribery or extortion is accepted. See more in the Anti-Corruption Policy.

Competition law rules

Domsjö Fabriker operates in accordance with current competition legislation and acts for healthy competition in tenders, offers, procurement and purchasing.



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Financial crime

Domsjö Fabriker takes responsibility for combating financial crime and for correct reporting of financial transactions.

Working conditions

Domsjö Fabriker works for a safe workplace where no accidents should occur. The focus is on employees health and well-being and long-term and systematic work is carried out to develop the work environment and promote employees' health. All employees must be involved in the work environment improvements and follow the rules of the workplace.

Gender equality and diversity

The equal value of all human beings is central. Domsjö Fabriker works actively to follow the development of society and increase both diversity and gender equality. Domsjö Fabriker values diversity, equal opportunities and rights and the need to pay special attention to the rights of indigenous peoples, women, migrant workers and other minorities.

Offensive discrimination, harassment and victimization

No form of abusive victimization or discrimination is accepted. All employees are obliged to act in the event of suspicion of ongoing harassment, abusive discrimination or victimization in any form.

Younger employees

Within Domsjö Fabriker, younger people are especially well taken care of, it can be pre-school students, trainees, holiday workers, etc. Laws and rules for young people in working life are followed.

Freedom of association

Domsjö Fabriker does not accept restrictions on employees' right to freedom of association or collective bargaining. Workers must be able to exercise these rights without being hindered or at risk of harassment and retaliation.

Terms of employment

Domsjö Fabriker pays market wages. Requirements for minimum wage according to law or agreement must be met. Salary must be paid regularly and employees must be entitled to overtime pay, annual leave, sick leave and parental leave in accordance with law and agreements. The employment contracts must be in writing, comprehensible and legally binding. Applicable laws, agreements and industry standards regarding working hours must be complied with. Signed collective agreements must be respected and followed.



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Climate and environment

Domsjö Fabriker contributes to sustainable societal development and works continuously to prevent environmental risks and minimize the impact on the environment and climate. The environmental work takes place systematically and integrated into the business. Laws and other relevant environmental requirements are complied with and respected. Employees must have relevant skills based on the impact of the tasks on the environment.

Compliance with the code of conduct

Domsjö Fabriker requires that the code of conduct is complied with by both employees and suppliers. The suppliers who have subcontractors are responsible for compliance with the code of conduct at all levels.

The management and the organization's managers have a special responsibility to lead by example. Employees must sound the alarm in case of suspicion of something that is contrary to the code of conduct or legislation. If an employee does not act in accordance with the code of conduct, it leads to corrective measures. If a business partner repeatedly or seriously violates the Code of Conduct, the business partnership is terminated.