		Document name:	
		Code of conduct	
Author:	Status:	Date and revision:	Document ID
Marie Hertz	Released	2023-05-12 Version : 3.0	MS-Q-D-011

Purpose	Applicability
<p>Purpose</p> <p>This document is a part of the support process quality & environment.</p>	The group company its subsidiaries and business partners
	Process owner
	Managing director

Code of conduct

1 Introduction

Our company is a responsible employer and the business must be handled with respect and consideration for human rights, for people's safety and health, and for the environment.

It is the responsibility of both the employees and the management to ensure that this code of conduct is complied with.

All employees, consultants, interns, job seekers and others who meet us are encouraged and expected to report deviations from this code of conduct. Misconduct can be reported anonymously on the intranet, or to the nearest manager. Employees who report deviations shall not face any reprisals or negative consequences according to Swedish law 2021:890 (Protection for whistleblowers).

The company will provide regular training and awareness-raising on this policy to all employees.

Our suppliers are expected to live up to this code of conduct as well as comply with current legislations and strive towards a sustainable future together with us.

Framework

This code of conduct is based on our values and provide guidance to our employees to ensure that our behavior is consistent with our values in practice. Our values form the basis of the company and how we act towards employees, owner, customers, and other stakeholders.

The Core values are:

Trust

All our business activities are characterized by giving and receiving trust from customers, clients, and employees.

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Enthusiasm

Great enthusiasm paralleled with professionalism is our way to approach any challenges.

Dedication

Purpose driven and dedicated to any task.

Sustainable workplace

Convinced that we can influence the industry and ourselves towards sustainable solutions.

The company must comply with laws and regulations regardless of where the business is conducted. If the Code of conduct is in conflicts with national legislation, the law shall apply, this policy is not intended to replace or override any legal requirements.

The company must respect basic human rights and international labor standards as set out in the UN Declaration on Human Rights and in the International Labor Organization's (ILO's) core conventions. The company must also work to strengthen women's rights in line with the UN's CEDAW (Convention on the Elimination of all forms of Discrimination Against Women).

2 Business ethics

The company's contacts with business partners are characterized by impartiality and follow good business practice. The company guarantees the integrity of our business partners in terms of trade secrets and all other confidential business-related information that we receive during business operations.

Conflicts of interest

Employees have an obligation to disclose any conflicts of interest in relation to the company. This includes direct or indirect conflicts of interest through family members.

Bribery, corruption, gifts and sponsorship

The company prohibits all forms of corruption and bribery, whether direct or indirect, including but not limited to the offering, giving, soliciting, or accepting of any bribe or inducement, to influence any person during business or to gain an improper advantage.


If an employee has doubts whether a gift or other type of benefit is improper, it should always be discussed with the manager. In case of doubt, the most appropriate decision is always to abstain.

The company does not offer business partners any rewards or advantages in general.

Nor may employees accept gifts or compensation from outsiders in a business relationship.

Human rights

The company is committed to upholding human rights as set out in the United Nations Universal Declaration of Human Rights and the International Labour Organization's Declaration on Fundamental Principles and Rights at Work. METS must also work to strengthen women's

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rights in line with the UN's CEDAW (Convention on the Elimination of all forms of Discrimination Against Women).

The company does not accept child labor under any circumstances. Unless local legislation prescribes a higher age limit, no one who has not reached the age of completion of compulsory primary school or is under the age of 15 shall be employed.

The company does not accept forced labor or involuntary work. This applies to slave labor as well as forced labor in prison or work in general against someone's will or personal choice. Women must be treated with respect and have the same working conditions as men, discrimination and exploitation of women is not permitted.

The company is committed to conducting business in an ethical and responsible manner and recognize the importance of respecting the rights of local communities, particularly in relation to land, forest, and water rights, as well as the prevention of forced evictions.

The company is committed to upholding the human rights of all individuals, including those who may encounter private or public security forces. The use of force shall be limited to what is necessary and proportionate to protect the safety and security of our personnel and assets.

Any use of force shall be carried out in strict adherence to applicable laws and regulations, and with respect for the dignity and rights of all individuals involved.

The company expects all suppliers and customers to adhere to the same standards. The company's terms and conditions must always, as a minimum, comply with legislation and collective agreements.

Export control


The company complies with all applicable Swedish and international laws and regulations relating to export control and sanctions including but not limited to those administered by the Swedish Agency for Nonproliferation and Export Controls (ISP), United Nations (UN) and the European Union (EU). Where applicable, also sanctions from the United Kingdom (UK) and the United States (US).

3 Employee ethics

The company recruits and treats its employees in a way that is not discriminatory regarding gender, religion, age, disability, sexual orientation, transgender people, nationality, political opinion, trade union affiliation, social or ethnic origin.

The company values diversity and promotes fair treatment and equal conditions in recruitment, salary setting, training and promotion of employees regardless of religion, political opinion, gender, age, nationality, sexual orientation, marital status, ethnic origin, or disability.

No employee shall be subjected to corporal punishment or physical, sexual, psychological, or verbal harassment or abuse.

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Freedom of association

All employees are entitled to join associations, as well as to establish an organization, and bargain collectively in accordance with laws.

It is not acceptable that disciplinary or discriminatory measures are taken against employees who organize or join an organization in order to peacefully defend their rights.

Work environment-health and safety

There shall be a safe and healthy workplace both in terms of physical, psychological, and social conditions. We follow current legislation, agreements and guidelines and we work with continuous improvements.

The employees shall be able to influence their work environment and the company must provide all employees with good knowledge of the risks that may arise in the business and of the protective measures that are needed.

Work environment work shall permeate all decisions that are made and all activities that are carried out.

The company shall take appropriate measures to prevent workplace accidents and work-related illnesses. All employees are observant of our work environment and immediately report risky situations.

The work environment manual serves as support for work environment work. The manual also contains our work environment policy as well as checklists and instructions that can be of support in our daily work.

Working hours and overtime

The company shall comply with national laws and regulation regarding workers' contracts, work hours and overtime. Personnel shall be offered conditions of employment in accordance with legal requirements, or levels in accordance with a central collective agreement, regarding working hours, remuneration, holiday, sick leave, and parental leave.

4 Environmental policy

The company shall be a responsible company regarding environmental issues and strive to reduce the impact of its own operations on the environment. Applicable rules in the environmental field must always be followed. Goods and materials that can cause environmental and health risks shall be avoided.

Land, forest, and water rights must be respected by both the company and its suppliers.