

# supplier code of conduct

## **Adopted by the Board of Directors in Akelius Residential Property AB (publ) 2021-08-17.**

This supplier Code of conduct sets the obligations of Akelius' suppliers and business partners concerning social, environmental, and ethical compliance.

Requirements in this Code of conduct are adapted in individual contracts if needed. Akelius accepts equivalent levels of protection offered by suppliers through their own codes of conduct or similar governance documents.

## general principles

A supplier is responsible to Akelius for the compliance hereto and to equivalent standards of protection of its own contractors and subcontractors.

The supplier complies with all applicable laws, regulations, and standards in all countries where it operates.

The supplier identifies, corrects, and monitors compliance with all activities that are covered in this Code.

The supplier reports any serious breach of this Code in writing to its primary contact person in Akelius or through using the Akelius whistleblower channel detailed below.

Akelius will conduct audits on suppliers. Suppliers shall provide reasonable access to all relevant information, personnel, and premises for assessing performance hereunder.

## principles

### health and safety

The supplier provides a healthy and safe working environment in accordance with international standards and national laws for

- employees
- contractors

- partners
- others affected by supplier activity

The supplier ensures it meets general standards of health and safety risk prevention.

These standards include

- identifying, minimizing, and preventing risks
- using competent and trained staff
- providing and maintaining safe tools
- providing required personal protective equipment

The supplier correctly communicates the health and safety obligations.

The supplier has prepared training on how to respond to accidents, health problems, or emergency situations.

## human rights and labor standards

The supplier supports and protects international human rights as expressed by the UN and other recognized organizations, particularly children's rights and prohibition of child labor.

The supplier does not use any form of forced, compulsory, slavery, or human trafficking.

Supplier does not participate in human rights violations of any kind.

## **working hours**

The supplier ensures that working hours do not exceed the maximum set by local laws, regulations, and industry standards.

The supplier ensures appropriate breaks for employees during the working day.

## **remuneration**

The supplier acts in accordance with applicable local laws, regulations, and industry standards on remuneration.

The supplier ensures its employees understand their employment conditions and gives employees fair and reasonable pay as well as any legally entitled or agreed benefits.

The supplier does not use deductions from wages as a disciplinary measure.

## disciplinary practices

The supplier will treat all employees with respect and dignity.

The supplier prohibits

- physical abuse
- verbal abuse
- other harassment or
- other forms of intimidation

## discrimination

The supplier does not tolerate discrimination or harassment of any kind or for any reason, including - but not limited to - discrimination in

- hiring
- employment terms
- remuneration
  
- access to training
- race, ethnicity, language
- religion
  
- national origin, citizenship
- gender or gender identity
- sexual orientation
  
- age
- disability
- color
  
- staff past, present, or future military or uniformed services
- genetic information
- union membership
  
- pregnancy
- marital status
- protected veteran status
  
- mental illness
- or any other category protected by applicable laws

## freedom of association

The supplier respects the rights of employees to join or not to join trade unions or similar representative bodies.

Employees have the right to collective bargaining as stated in ILO convention 87 in accordance with the local legislation.

## conflict of interest

The supplier must avoid situations in which their professional loyalty may come into conflict with personal interests and do not allow such interests to affect their professional judgment.

## anti-corruption

The supplier does not engage in cartels or other corrupt or competition limiting activities.

The supplier does not accept or participate in the offering, request, or acceptance of extortion or bribery, including improper offers or payments to or from employees, customers, suppliers, organizations, authorities, individuals, or other third parties.

## money laundering

The supplier acts in accordance with all applicable international standards and laws on fraud and money laundering.

## environment

The supplier complies with all applicable legislation and international standards regarding the environment.

The supplier strives to impose as little negative impact on the environment as possible.

Additionally, the supplier

- completes the Akelius self-assessment questionnaire
- complies with the Akelius' toxicity and chemicals standard

The supplier obtains, maintains, and keeps current all necessary environmental permits, approvals, certifications, and registrations.

## privacy

The supplier respects the right to privacy.

Personal information is processed only to the extent required for the supplier to provide the offered products and services.

The supplier complies with all applicable data privacy laws in relation to its use, processing, and storage of personal data.

## reporting

Suppliers or other business partners can report a suspected violation against the supplier Code of conduct anonymously through Akelius' system for whistleblowing at <https://app.incy.io/akeliuswb/links/report>.

Violations can also be reported via

- email to [whistleblower@akelius.com](mailto:whistleblower@akelius.com)
- mail to whistleblower, P.O. Box 38149, SE-100 64, Stockholm
- telephone to +46 08 566 130 99

A meeting can also be arranged for submitting a whistleblower report, if requested.

Only the Chairman of the Board and the company's General Counsel have access to the whistleblowing system and the other channels.

The anonymity of anyone who reports suspected misconduct in good faith will be protected.

Please note that Akelius can only guarantee anonymity for whistleblowers who use Akelius' system for whistleblowing.

False allegations or misuse of the whistleblowing channel procedure is in itself a violation of this Code.