

Dokumentnamn Policy mot mutor och korruption Anti- bribery and corruption policy	Dokumentnr 5.3.7	Flik 5
Framtagen av Alicia Jäderland	Utgåva 2	Ersätter 1
Fastställd av Linda Fransson	Datum 23-09-07	Sida

ANTI-BRIBERY AND CORRUPTION POLICY

The policy about bribery and corruption applies to relations with employees, customers, suppliers, competitors, public authorities and organizations. All forms of corrupt behavior and bribery are strictly prohibited. We expect the same from our business partners.

Through this policy we emphasize the importance of preventing and never accepting corruption, and always taking actions when there is suspicion of corruption. Corruption is a collective term that includes among other things giving and receiving bribes, disloyalty to the principal and exploiting one's position to achieve an undue advantage for one's or another's gain.

Bribery and other undue influence means gifts, rewards and other benefits intended to influence the recipient's performance of his or her duties or assignment where such influence is undue. The term benefits is broad and can include both tangible and intangible benefits.

We don't apply any specific value limits for what is considered acceptable when it comes to gifts, hospitality, or other benefits. What can be accepted depends on the nature of the benefits and the context in which the benefits occurs. A gift to or from us with the aim of expediting or otherwise influencing is to be regarded as bribery.

Companies who work with Gnosjö Automatsvarvning may not grant, offer gifts or other benefits that may affect or be perceived to affect business decisions. Gnosjö Automatsvarvning may not accept, receive, or request gifts or other benefits.

Report

If a situation should arise where an employee or business partner discovers a deviation or irregularity, they have a duty to report it in accordance with the organization's policy. Reporting a deviation should be perceived as the employee's or business partner's right but also their duty, and all at the company know that a report is for the benefit of the business.

A report should be made without the employee or business partner risking reprisals (punishment, sanctions), or any other similar penalty. Retaliation against any employee or business partner who in good faith reports a deviation to the organization regarding illegal or unethical behavior is not tolerated and will be subject to disciplinary actions.

The report should be made immediately to the CEO (Linda Fransson).
A report can be made in writing or orally.

Email: Linda@svarvning.nu

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A report can be made anonymously to the occupational health service if the suspected conflict of interest concerns the CEO, the management or board of directions. Which may be perceived as sensitive in the organization.

The Occupational Health Service Vastbo's Website:
<https://www.foretagshalsan.se/sv/kontakt/kontakta-mig/>

Telephone number: 0371-390020
Alternatively directly to the occupational health service when they are on site at Gnosjö Automatsvarvning.

All reports are thoroughly investigated. The CEO shall immediately commence an investigation of the deviation, irregularity or crime, and take necessary measures. A plan should be established to prevent that the occurrence not to be repeated. The report should be treated strictly confidentially, and the original shall be archived with CEO.

Compliance

During employment the employees shall be informed about company's bribery and corruption policy and is also published on the company's intranet. This policy shall be well known and all employees and business partners should be well aware of what applies because this is a part of our Code of Conduct.

We follow up annually so the organization follow the bribery and corruptions policy.

The policy should be reviewed by management and approved once a year.