



Suzuki Garphyttan

Code of Conduct for Suzuki Garphyttan

Introduction

Suzuki Garphyttan Group's core values and guidelines are the base of our Code of Conduct describing the rules for conduct which should guide us in our operations. The Code of Conduct protects us and shows the line between appropriate and inappropriate behavior.

All employees are expected to comply with the Code of Conduct. If any violations occur, employees are expected to report these to Human Resources or to their manager.

Basic legislation and regulations

Suzuki Garphyttan will respect legislation and regulations regardless of site location. Suzuki Garphyttan will respect the basic human rights and international labor standards such as those set forth in the UN Declaration of Human Rights and the International Labor Organization (ILO) core conventions.

Employee conduct and behavior

Suzuki Garphyttan's employee behavior standards in the workplace shall be based on mutual respect and trust. Suzuki Garphyttan's employment terms follow union agreements, national laws and relevant ILO (International Labor Organization) conventions.

Business Partners/Business Ethics

Suzuki Garphyttan stands for free enterprise operations and competition. Suzuki Garphyttan will not participate in cartels or other unauthorized collaborations, but competes under the applicable competition laws. Suzuki Garphyttan's contacts with business partners are characterized by impartiality and follow good business practice. Suzuki Garphyttan guarantees our business partners privacy regarding trade secrets and other confidential business related data that we obtain.

Bribery and any other form of unethical business practices are prohibited. All payments of commission must be verified and matched to a specific service provided to Suzuki Garphyttan. All business transactions must be reported accurately and completely in accordance with Suzuki Garphyttan's accounting policies and local laws, and is subject to audit.

Employees are not allowed to accept gifts or payments from third party business partners. If uncertain, consult your manager. Full transparency should prevail throughout the company between employees and managers in terms of business gifts.

Garphyttan, 2018-08-31

Suzuki Garphyttan AB

Ad Raatgeep
CEO