



Code of conduct for Vasakronan suppliers



We believe that active cooperation based on trust, transparency and open dialogue between us and our suppliers is essential for doing business responsibly.

Vasakronan wants to help create a society in which we and other companies take financial, environmental and social responsibility. In order to be able to offer our tenants premises and services that are produced responsibly at every stage, we have formulated a code of conduct for our suppliers.

The code is based on our corporate values of transparency and well-being, a holistic approach and getting things done in a fair and honest manner. The code is based on the Global Compact principles of human rights, labour law, environment and anticorruption.

Laws and regulations

Vasakronan's suppliers must comply with applicable laws, directives, regulations and standards, as well as any collective agreements relevant to their business activities, and hold all permits, licenses and registrations required for their business activities.

Business ethics

Suppliers' business activities must be conducted in accordance with good business practice and promote free competition as well as maintain high ethical standards. Their operations must also be free from corruption, bribery, money laundering and anti-competitive practices.

Official entertainment and gifts are only permitted if a natural connection with the business relationship exists and must always be transparent and moderate in their nature.

Environment

Vasakronan works actively to continuously reduce the company's direct and indirect environmental impact, and accordingly, suppliers are required to work in line with Vasakronan's environmental policy, which is available for consultation on our website.

Suppliers must be aware of and have control over their environmental impact, and engage in ongoing efforts to pursue environmental improvements in their business activities.

Suppliers must always apply the precautionary principle and, where applicable, use Byggarbetsmiljöverket's (Building Materials Assessment) in its selection and documentation of construction and property products. Moreover, suppliers

Scope

We expect all of our suppliers to comply with the content of the code, and to undertake systematic efforts to ensure the same compliance by subcontractors and by those who otherwise render services or work on behalf of Vasakronan.

Taxes

Suppliers must comply with applicable legislation and principles in their tax management and payment, and be able to describe the principles governing this. We oppose all forms of aggressive tax planning.

Information processing

Confidential information concerning our business activities or those of our customers may only be used for the purpose intended.

Privacy protection

Vasakronan's suppliers must comply with the General Data Protection Regulation (GDPR) as well as other laws, regulations and practices regarding data protection and privacy.



must have a system in place to manage all waste arising from contracts with Vasakronan. The system must be designed to reduce the total quantity of waste arising and to avoid waste going to landfill or incineration by increasing reuse and recycling.

The supplier must also act to reduce emissions to air, soil and water, and to realise efficiency gains in its use of energy, water and other resources.

In addition to what is stated here, suppliers must also comply with any specific environmental requirements imposed in conjunction with the procurement.

Work environment and social conditions



Human rights and respect for human dignity

Suppliers must support and respect internationally declared human rights and treat their employees and suppliers fairly, equally, and in a manner that exhibits respect.

Discrimination, harassment and oppression

No discrimination is permitted, on any ground whatsoever, and suppliers must also ensure that harassment, bullying, intimidation, oppression or other degrading treatment do not occur.

Freedom of association

Suppliers must respect the right of employees to unionise and their opportunity to engage in collective bargaining free from the risk of punishment, intimidation or harassment.

Terms of employment

All employees are to be provided with:

- ✓ written employment contracts translated into a language they understand;
- ✓ the right to statutory leave, including sick leave and parental leave; and
- ✓ the right to weekly rest periods in accordance with current legislation.

Wages must be paid regularly, directly to employees, on time and in full. No deductions from wages are permitted as a form of disciplinary measure, nor is any form of pay discrimination permitted.

Moreover, people working for the supplier under employment-like conditions are also to be treated in line with the above principles.

Forced labour

All work must be voluntary. Therefore, no form of forced labour or work linked to any type of threat or punishment is permitted.

No employees may be forced to deposit valuables or identity documents with their employer.

Child labour

Child labour is not permitted. If there is no national legislation prohibiting child labour in the country in which business activities are conducted, no one under the age of 15 may be employed.

Occupational health and safety

Suppliers are responsible for ensuring that their workplaces are planned and designed to ensure safe working environments. Suppliers must engage in systematic and preventative efforts to continuously improve occupational health and safety. Suppliers must provide everyone working on their behalf with regular safety training, and relevant information must be readily accessible in a language understood by everyone at work.

Measures must be put in place to prevent accidents and occupational injuries, and any accidents or incidents during work on behalf of Vasakronan must be reported to Vasakronan without delay. Everyone working for Vasakronan, irrespective of their form of employment or contract type, is to be covered by accident insurance.

Suppliers must ensure that alcohol and drugs are not used during working hours.

Monitoring and compliance



Vasakronan conducts spot checks at its suppliers to evaluate compliance with the code of conduct. In some cases, spot checks may be performed by an independent third party on Vasakronan's behalf.

Any suspicion of any irregularity is to be reported, either to Vasakronan's own compliance officer or to the company's external whistle-blower function. The external whistle-blower function can be contacted anonymously by all employees, business partners, suppliers and contractors.

If you wish to make a report, you can do so through a phone call, an e-mail or by regular post. Go to vasakronan.se where you will find full information about the whistle-blower service.

If Vasakronan discovers any breaches of the terms of this code of conduct, and if corrective action is not taken within an agreed period, Vasakronan may terminate the business relationship.



Vasakronan is Sweden's largest property company and is owned in equal shares by the First, Second, Third and Fourth Swedish national pension funds. We own, manage and develop centrally located office and retail properties in Stockholm, Uppsala, Gothenburg and Malmö.

Vasakronan's goal is to be seen as a good societal actor, a role model in the Swedish business community and to be a good employer for all of our employees.

Our vision is to create future-proof cities for everyone, where people and companies can thrive. That is why we run our entire business in a sustainable way.