

Work Environment Policy

TABLE OF CONTENTS

1	INTRODUCTION	2
2	RESPONSIBILITIES AND AUTHORITIES	2
3	WORK ENVIRONMENT POLICY	2
3.1	Overall about work environment	2
3.2	Purpose	2
3.3	Scope	2
3.4	Responsibility - employer	2
4	DOCUMENT CONTROL	3

1 Introduction

The purpose of this document is to establish and document the Company's Work environment policy

2 Responsibilities and Authorities

The President of the Company is responsible for the Company policies.

- It can be updated by the President, or by a member of the board of the company.
- Following the procedure – everyone working for the Company, as employee of hired in, shall follow the Policies defined in this document.
- Deciding what to do if necessary to deviate from the procedure – if anyone working for the Company finds himself/herself in conflict with a Policy or in a situation not covered by the Policy, they shall inform their closest manager for guidance and/or escalation to the Company's President (or a member of the Board).

3 Work Environment Policy

3.1 Overall about work environment

The work environment act is a framework. This means that it contains few precise rules. To know what it means, which requirements are put into practice, you must proceed to the more detailed rules that the Work Environment Authority issued by the Work Environment Ordinance and the Arbetsmiljöverkets regulations AFS. We are also covered by EU law, but we do not need to put them in because they are incorporated into the Work Environment Act or the Swedish Work Environment Authority's regulations. Traditionally, the work environment has been focused on the physical risks, but the psychosocial factors have been highlighted more and more. The content and regulations of the Work Environment Act can be found on the Swedish Work Environment Authority's website:

www.av.se

3.2 Purpose

The purpose of the Work Environment Act is that the employer should prevent illness and injury at work and that the working environment should be good. A good work environment will give all employees the opportunity to feel good at work so that they can perform their work in a good way. The goal is for the work environment to provide a positive exchange in terms of rich and varied work content, job satisfaction, community and personal development.

3.3 Scope

The law applies to all activities where there are employees. The term "employees" in this context refers to personnel who carry out work to another person, i.e. also hired staff, consultants, people under education, pupils and apprentices.

3.4 Responsibility - employer

Both employers and employees and union representatives have a responsibility for a good environment. Senior management always has overall responsibility for the work environment. Responsibility can never be delegated, i.e. the imposition of criminal liability for accidents has been established by the court. The employer delegates work environment information for essentially other managers, for natural and practical reasons, but tasks are delegated and not the overall

responsibility. The employer shall ensure that the person to whom he delegates, has the required knowledge, powers and resources. The employer has obligations to be active, act to meet the requirements of a good working environment in different ways. The Work Environment Act is a protection legislation with a comprehensive regulatory framework for which all employees should have information. It is the employer who has the right of decision and who has the main responsibility, but the employees and their protection officers must act and take responsibility and do all they can to get a good working environment. There are many different conditions that affect the employees' work environment in a workplace. As an employee you have many rights but also obligations. These are regulated by the Work Environment Act, which applies to all employers in Sweden. The Work Environment Act places great demands on the employer to arrange a good working environment. All employees should be familiar with conditions that affect the working environment. The employer must ensure that the employee has the necessary training and knows what he must observe to avoid risks at work. Our activities are also governed by the Working Time Act, the Act on Flammable and Explosive Goods, the Act on Technical Property Requirements for Construction and Ellagen.

4 Document control

This document shall undergo annual management review by the President together with the Board of Directors.

This procedure, and all its changes, shall be communicated to all employees and hired personnel:

- on recruitment
- once a year