# Code of Conduct





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## **Ethical guidelines**

Our values are of significant importance for us. We would like to be known for our high ethical standards. Ethics in RESMAN describes our ethical standards and requirements and applies to employees, board members, consultants and others who act on RESMAN's behalf.

#### **Our commitment**

We will comply with applicable laws and regulations and act in an ethical, sustainable and socially responsible manner, with respect for human rights. These ethical guidelines are not only about avoiding breaches of applicable laws and regulations but provide a frame for what RESMAN considers responsible and good behavior with respect to business practice/activities and personal conduct.

## **Business practice**

RESMAN will maintain an open dialogue on ethical issues, internally and externally. High ethical standard as the basis for a trust-based and binding relationship with the community, our owners, employees, customers and suppliers are important for us.

We will compete in a fair and ethically justifiable manner within the framework of the competition rules in the markets in which we operate. This applies in relation to competitors as well as to customers and suppliers. RESMAN meets all business associates with insight, respect and understanding, and strive to treat all cases impartially and justly. We also expect and require our competitors, as well as our customers and suppliers to comply with applicable laws, regulations and standards, and to respect our ethical values and requirements.

Our business information will be communicated accurately and fully, both internally and externally. We are committed to protecting your personal data. This is more detailed in our Privacy Notice. Information must be correct, registered and reproduced in accordance with applicable laws and regulations.

Corruption undermines fair competition and legitimate business activities. RESMAN disassociates from all forms of corruption and will make active efforts to ensure that it does not occur in the business activities. Corruption includes bribery and extortion. RESMAN does not under any circumstances accept or offer bribes or any illegal or inappropriate gifts that may affect its integrity to achieve business advantages.

RESMAN does not support individual political parties or individual politicians. RESMAN will not make financial contributions to any political candidates or political parties. To the extent necessary RESMAN may participate in public debate when and if it is in its interest. The individual is free to participate in democratic political activities, but this must be without reference to or in connection with their relationship to RESMAN.

RESMAN will show respect for all individuals and make active efforts to ensure a good working environment. RESMAN does not accept any form of discrimination of its own employees or others involved in RESMAN's activities. Discrimination includes all unequal treatment, exclusion or preference on the basis of race, gender, age, disability, sexual orientation, religion, political views, national or ethnic origin or other similar circumstances that result in the setting aside or compromising of the principle of equality.

### **Personal conduct**

Everyone who acts on behalf of RESMAN must abide by applicable laws and regulations, and carry out their duties in accordance with the requirements and standards that apply in RESMAN. It is important to treat



each individual with courtesy and respect. Individuals must not behave in a manner that can offend local customs or culture.

RESMAN's property and assets must be treated in a proper manner and be used for the purpose which they are intended to serve. Property and assets must be protected against loss, damage and abuse. All intellectual property developed and/or produces while in the employment of and/or contractual relation with RESMAN belongs to RESMAN, and should be treated accordingly. All employees and contractors are obliged to notify RESMAN of all inventions and/or discoveries, and the company automatically acquires full and unconditional rights including intellectual property rights to such inventions and/or discoveries to the extent permitted by law and/or agreed in separate contracts.

The duty of confidentiality should prevent unauthorized persons from gaining access to information that may harm RESMAN's business or reputation. We should therefore consider carefully with whom, where and how we talk about RESMAN related matters, in order to ensure that unauthorized persons do not gain access to internal RESMAN information.

Information classified as "protected" or "confidential" must not be disclosed to unauthorized personnel in RESMAN. This also applies to sensitive information concerning security, individuals, commercial, technical or contractual matters and to information protected by applicable law. The duty of confidentiality continues to after termination of the employment relationship or after an assignment has been completed to the extent permitted by law and/or agreed in separate contracts

It is important to behave impartially in all business dealings and not give other companies, organizations or individuals' improper advantages. The individuals must not become involved in relationships that could come into conflict with RESMAN's interests or that could in any way have negative effect on their own freedom of action or judgment. While in the employment of, and/or contractual relation with RESMAN, the obligation not to participate in any business activities or organizations, either directly or indirectly, which is in competition with RESMAN's business, shall apply.

## Responsibilities and consequences of infringements

As an employee; make sure your actions are comfortably within the law and our own ethical guidelines. Operating in a grey zone increases the risk of things going wrong. Be open with regard to ethical issues. In any cases of doubt or ethical dilemmas, you should keep RESMAN's ethical guidelines in mind and consider whether it is legal, necessary and acceptable. If you are in doubt, talk with your colleagues or raise the issue with your leader. Spend sufficient time on difficult decisions. The wrong decisions are often taken when things have not been thought through properly, and you allow yourself to be pressured into taking a rash decision.

RESMAN also has a whistleblowing policy to encourage people to notify if there have been any breaches to this code of conduct or any laws and regulations that govern RESMAN's operations.

Infringements of RESMAN's ethical guidelines may result in disciplinary action, dismissal or notice and may be reported to the relevant authorities.

### No rights created

This document creates no rights for employees, board members, consultants or any other persons who act on RESMAN's behalf. Neither does this document create any rights for any other third persons or entities.

