

## UPPFÖRANDEKOD



Since 1893, we have developed and manufactured sustainable, high-quality furniture in our factory in the Southern part of Sweden. We make furniture that will last for generations. Furniture that easily can be renovated and reused, thus prolonging the lifespan of our products and saving natural resources.

It has always been essential for us to show respect for both people and nature. For over 100 years, we have cared for our local community and the place in which we operate. But the world has grown, and today, we are inevitably part of a global flow of materials, resources, and relationships. Therefore, it has become even more important to actively work with our social responsibility to provide a sustainable future for everyone.

We believe cooperation with suppliers, employees, customers, and other stakeholders is the way forward.

**To ensure that Gärsnäs AB and our partners act responsibly in all parts of the world, we have created Gärsnäs AB's code of conduct**

The UN Global Compact's ten principles on human rights, labor law, the environment, and anti-corruption are the foundation for our code of conduct. Gärsnäs AB and all our partners, suppliers, and subcontractors in our supply chain must follow and respect our code of conduct.

Magnus Eriksson, CEO  
Gärsnäs, May 2024

## HUMAN RIGHTS

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Human rights refers to compliance with the UN's Universal Declaration of Human Rights (1948), as well as the International Covenant on Civil and Political Rights and the International Covenant on Economic, Social and Cultural Rights.

- We support and respect human rights and takes responsibility to uphold and promote human rights both within its own operations and the supply chain.
- We ensure that we do not participate, directly or indirectly, in violations of human rights. This also includes that we do not evade investigations of suspected violations of human rights or benefit from violations committed by a third party.

## CHILD LABOUR

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- No child labour is to occur (ILO 138 and 182, UN Convention on the Rights of the Child article 32).
- No person is to be employed below the compulsory school age or below the minimum working age.
- Young people between the ages of 15 and 18 may not be employed for hazardous work, or work that has a negative impact on the individual's personal development (physical, psychological, mental, spiritual, moral or social development). Young people between 15 and 18 may only be employed on condition that they have reached the legal age for employment and have completed national compulsory education. There must be a policy in place for the types of tasks a person aged between 15 and 18 may carry out.
- If child labour is detected, we are to act in the best interests of the child and find appropriate solutions in consultation with the child and the child's family.

## WORKING CONDITIONS

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- No type of forced labour is to occur (ILO 29 and 105), including slavery, bonded labour or involuntary prison work. All work must be voluntary without the threat of punishment.
- The employee has the right to terminate his or her employment pending a reasonable period of notice.
- We do not retain original identity documents.

## DISCRIMINATION AND HARASSMENT

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- No discrimination is to occur, for example, due to ethnic affiliation or extraction, gender, marital status, pregnancy, religion, social origin, nationality, functional impairment, political opinion, trade union membership, transgender identity, or beliefs, age, health or sexual orientation or other characteristics protected by appropriate laws (ILO 100 and 111). Discrimination is considered to have occurred when the employee is treated differently, not due to merit or qualities, but less favourably based on irrelevant grounds.
- We strive for diversity and equal opportunity throughout our operations.
- No harassment is to occur during operations. This covers the inhumane or harsh treatment of employees and includes sexual harassment or some form of psychological or physical punishment.

## FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

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- We recognise and respect the right of employees (and employers) to organise themselves and freely join organisations, as well as, the right to collective bargaining. Collective bargaining refers to formalised and/or non-formalised collaboration to promote and protect workers' interests and further the relationship between employer and employee. In countries with limited freedom of association, or where it is under development, we are to help provide assistance for employees to meet company management to discuss wages and terms of employment, free from negative consequences (ILO 87 and 98).

## TERMS OF EMPLOYMENT, WAGES AND WORKING HOURS

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- All employees must have a written employment contract that states the type of employment, including working hours, wages and vacations.
- We ensure that all employees understand their terms of employment, for example with an employee handbook and training.
- Wages are paid directly to the employee, in full, at the agreed time.
- We endeavour that a living wage is paid to the employee and in no case is payment less than the national/local legislated minimum wage.
- Overtime compensation is paid in accordance to national legislation, and clearly specified on the payslip.

- Weekly working hours cannot exceed the legislated limits or 60 hours a week, including overtime.
- Employees get at least one day off per week.
- We ensure that employees have breaks during the working day.
- Time off, including vacations, public holidays, sick leave and parental leave are approved and remunerated in accordance with national legislation.
- All employees are covered by national insurance in accordance with national laws.

## **WORKPLACE ENVIRONMENT**

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- The workplace environment is to be safe and hygienic (ILO 155 and 170).
- An employee working in our operations must be provided a safe and healthy workplace environment with preventive measures taken to minimise injuries and health risks. A safe and hygienic workplace environment constitutes a guarantee to the employee, when he or she is at a place that the employer has direct or indirect control over, to be free or protected from conditions that can be considered dangerous to the employee's physical and/or mental health.
- A register of accidents and incidents must be kept. Incidents refer to circumstances that could have led to an accident.
- Employees receive training about any possible health risks associated with the work, including hazardous moments and general safety information. Employees must regularly receive relevant training and instruction to manoeuvre machinery and other equipment.
- Employees have access to all necessary safety equipment at no cost to themselves.
- Temperatures, air quality and sound levels must meet local regulations and laws. If the workplace environment cannot be changed, then the situation must be alleviated with protective equipment.
- Chemicals must be handled safely and safety leaflets must be available.
- Fire drills are to be held regularly. Fire equipment, evacuation plans and emergency exits must be accessible and clearly visible in all areas.

- The workplace is to be kept clean, fresh and safe. Hygiene facilities must be available. This also applies to the living areas or employees

## **ENVIRONMENT**

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Environmental practice refers to the observance of environmental legislation applicable in the country where the work takes place, as well as operations regarding our surrounding environment.

- We conduct operations with respect to the environment and follows local and national environmental legislation. A control system checking legal compliance exists.
- We identify, monitor and follow up our impact on the environment and has established long- and short-term environmental targets, with associated action plans, to ensure continual improvement.
- Regarding the choice of materials and the manufacture of furniture and its component parts, the precautionary principle is observed concerning environmental risks.
- All employees receive environmental training and takes appropriate initiatives to reinforce greater environmental awareness.
- We encourage the development of environmentally friendly technologies.

## **ANTI-CORRUPTION**

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Anti-corruption refers to compliance with the UN Convention Against Corruption and Swedish anti-bribery legislation, in the country where partial or complete production takes place, and such other laws of that nation applicable to our operations.

- We work against all forms of corruption, including extortion and bribery.
- We do not offer or make undue payments or other compensation, directly or indirectly, to any person or organisation with the aim of obtaining, retaining or controlling business deals or gaining other unfair advantages within the framework of its operations.
- We do not solicit or accept, directly or indirectly, any form of undue payment or other compensation from third parties that may influence the objectivity of business decisions.