

**The Alelion code of conduct helps us maintain the clear values and principles to which we commit ourselves and also with regard to customers, business partners, suppliers, society, politics, officials, and our shareholders. Our credibility is based on the code. It sustainably shapes our good name and use of our products and therefore also our financial success.**

### **Legislation**

Alelion complies strictly with national laws and regulations, and with international agreements and treaties.

Alelion expects that all staff members and business partners will comply with rules and regulations. This applies both to provision of services and also to national and especially to the international marketing of products.

Alelion creates good relationships with appropriate authorities as well as political institutions, and consults them when there are open questions (example with national export authorities for clarification regarding exports to critical countries).

### **Bribery and corruption**

The term bribery includes the direct or indirect offer and acceptance of gifts, loans, payments, rewards, or other benefits with the purpose of creating or awarding an advantage as part of our own business activities.

Alelion tolerates no corruption, and rejects any type of behaviour whatsoever that is, or could be regarded, as corrupt.

Alelion does not accept financial or other favours if the donor expects or is rewarded with an unjustified advantage as a result.

Alelion strictly forbids the payment or receiving of bribes, regardless of whether the recipient is a public office holder or an employee of a private customer.

### **Information and security of information**

Alelion undertakes to protect and treat confidentially the information entrusted by customers, business partners, staff members, or other stakeholders.

Alelion respects the confidentiality of information and privacy of our customers, our people and others with whom we do business. We comply with applicable laws, regulations and professional standards in order to maintain the appropriate degree of confidentiality and privacy.

The above stated particularly to information on technology and manufacturing, research, and development processes, and also to personal data.

Alelion undertakes to ensure an appropriate standard of quality for information processing. The handling of confidential information and of information technology devices is described in detail in the further regulations.

### **Child Labour and young Workers**

Alelion does not accept child labour. No person shall be employed at an age younger than 15 or younger than the legal age for employment if this age is higher than 15. All legal limitations on the employment of persons below the age of 18 years must be followed

We acknowledge that according to the UN Convention on the Rights of the Child, a person is a child until the age of 18. We recognise the rights of every child to be protected from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development.

The company therefore takes the necessary preventive measures to ensure that it does not employ anyone below the legal age of employment. Furthermore, the company will only do business with suppliers and sub-suppliers, complying to the statements above.

### **Conflicts of interest**

Alelion obliges its staff members to disregard personal interests in all business activities, and to separate them strictly from business interests.

Alelion obliges its staff members to make unavoidable conflicts of interest transparent, and also to behave ethically correctly at all time.

### **Staff members and Management**

Professionalism in dealing with each other

Alelion staff members and Management shall contribute to joint and successful collaboration by taking the following to heart:

- I communicate openly and give honest feedback
- I accept responsibility and have a conscious approach to cost and risks.
- I am open to new, sustainable solutions, and I use changes as an engine to drive our shared success.
- I work together with the team in an atmosphere of respect and trust, and I continue to develop myself.

### **Training and knowledge**

Alelion supports the continuing development of its staff members.

Alelion provides internal and external training corresponding to the need developing in the company's business, combined with the abilities within the company. Alelion sustainably invest in the internal further development of staff members.

### **Equal opportunity and freedom from discrimination**

Alelion is committed to maintaining a work environment that is free from discrimination, harassment and violence.

Alelion support an integrated culture and do not accept any discrimination i.e. on the basis of age, ethnic origin, ideology, religion, skin colour, nationality, political or

other convictions, gender, sexual orientation, physical condition, civil status, or membership of employee union.

Alelion expects all staff members to behave respectfully to each other, regardless of cultural differences or varying personal beliefs.

### **Health and safety**

The health and safety of its staff is a central concern of Alelion. Alelion provide a safe and healthy work environment and are committed to continual improvements. Alelion provide industrial health management systems to ensure working conditions which encourage and maintain good health.

### **Environmental protection**

Alelion aspire to act in a manner that minimises the detrimental environmental impacts of our business operations.

Alelion handles raw materials responsibly and uses production materials carefully.

Alelion supports sustainable production to achieve minimal environmental pollution.

### **Compliance and Importance of the code of conduct**

The Alelion code of conduct defines how we should behave and conduct business in a wide range of settings and situations. It is the responsibility of each of us to follow the code of conduct and appropriately and help others to do so.

Compliance and behaviour in conformance with the Alelion code of conduct are essential for the credibility and long term financial success for the company and the group.

All Alelion staff members will be informed if there are modifications or additions.

When non-compliance with our code of conduct is reported or otherwise suspected, steps will be taken to investigate and, if appropriate, remedy the situation.

Non-compliance with our code of conduct also includes deliberately ignoring infringements against the code of conduct by third parties, or impeding the investigation of violations.