

Code of Conduct

The code of conduct is an integrated part of the Bygg- & Industrigross', hereafter called, supplier cooperation with contract suppliers and is valid for all deliveries to BIG. BIG does not own any factories and is one of many customers trading with suppliers in different countries. It is therefore important to us that our suppliers take responsibility that the people producing our merchandise can do that under decent working conditions with respect for the human rights and that they receive a reasonable salary all in line with each country's laws and regulations.

BIG 's code of conduct is based upon the United Nations' universal declaration about the human rights, the United Nations' conventions about children's rights, elimination of discrimination of women as well as several of ILO:s (the International Labour Organization) requirements.

We expect that this commitment is shared by all manufacturers/suppliers and their sub-suppliers of merchandise sold by BIG. As a minimum, we request that all our suppliers follow the below mentioned standards. BIG expects that the code of conduct for suppliers is complied with but we understand that it is more of a dynamic rather than a static process to adhere to this and therefore we encourage our suppliers to continuously strive for improvement. BIG is striving for long term relationships with joint development. We believe in an active dialogue and cooperation with suppliers to agree on realistic action plans for each separate deviation without renounce our long-term goals.

1. General about BIG Code of Conduct

- a. Social responsibility is a fundamental valuation in all activities within BIG. BIG and its member companies have a responsibility towards their customers for that the products sold by them, have been produced under decent working conditions with respect for people and human rights.
- b. The supplier is responsible for that the manufacturing of the products within their own production as well as within their sub-suppliers' production is in accordance with the United Nations' convention regarding human rights and children's rights as well as ILO's conventions of working conditions and rights within the working life.
- c. We expect that the supplier is familiar with the national legal requirements in each country they operate in and that they fulfil these requirements.
- d. The supplier shall work actively to comply with BIG's Code of Conduct. The products are assumed to be produced in accordance with the Code of Conduct.

2. Child labour

- a. The products may not be produced by children younger than the terminated mandatory school attendance age or younger than 15 years, alternatively 14 years in countries where the labour legislation states this as the minimum age. If younger children are working as apprentices in accordance with the country's labour legislation, they must be protected from all possible exploitation. Employment of younger persons, up to the age of 18, may not jeopardize their education and their physical, psychic, social or moral development.

3. Forced labour

- a. Forced labour of any kind may not be used in the manufacturing of products. No person should be retained at the working site against his or her will regardless of time. This includes all kinds of forced agreements as well as illegal labour force.

4. Discrimination

- a. No worker may be discriminated at work regarding race, sex, religion, political opinion, national birth, social origin or any other comparable reason.

5. Safety at the working site

- a. Staff should be assured a safe and healthy work environment in accordance with valid laws and regulations. We expect that suitable industrial safety and safety equipment for the employed are used, that equipment and premises are safe, and that hazardous substances and waste are being handled in a safe way. The supplier shall guarantee that the working site is free from alcohol and illegal drugs and that these substances are not being used during working hours.
- b. Staff should be treated in accordance with ILO's declaration of the fundamental principles and rights in the working life. Staff should also be treated with respect and may not be subjected to mental or physical disciplinary actions.

6. Freedom of association

- a. The supplier shall without punishment or interference, respect the employees' right to associate, organize and in a calm and legal manner negotiate collectively according to each country's laws.

7. Working hours

- a. The weekly working hours and the overtime that should be voluntary and paid for as well as the minimum wages, should follow the manufacturing country's national, regional and industrial laws for the concerned type of manufacturing industry. The workers should have at least one day off during each seven days period and should also be entitled to holidays.

8. Wages and compensation

- a. The workers should be paid at least minimum wages according to valid industrial wages agreement or local legislation. Higher wages should be paid for overtime.
- b. Wages should be paid on a regular basis directly to the employed

9. Environmental protection

- a. The supplier shall be well informed about and comply with the environmental requirements in accordance with the national legislation, decrees and industrial standards. The supplier shall handle hazardous substances and waste in a safe manner.

10. Inspection and follow-up

- a. To ensure compliance with this document, the supplier shall provide upon request a 3rd party auditor hired by BIG with sufficient information to be able to carry out an audit of the production unit. A confidentiality agreement is established between BIG's supplier and the 3rd party auditor. All information provided to the 3rd party auditor about the production unit is completely confidential to BIG.
- b. BIG or a person assigned by BIG, reserves the right to at any time, make undeclared visits at the supplier's facilities manufacturing the products to check and guarantee that the code of conduct is complied with. The supplier is responsible for control and follow-up of the supplier's sub-suppliers.
- c. BIG informs all staff at BIG and the persons in charge at the companies within BIG working with BIG's contract suppliers concerning the code of conduct.

11. Sanctions

- a. BIG respects the cultural differences varying from country to country, but the company does not compromise in questions relating to the workers safety and human rights.
- b. Products, manufactured under circumstances deviating from BIG's code of conduct, are considered incorrect by BIG.
- c. At established deviations from BIG's code of conduct, BIG may terminate the business relationship unless the agreed improvement actions are taken within the agreed time.
- d. At established deviations from BIG's code of conduct, BIG has the right to return purchased products to the supplier with full crediting of the purchase value.

Stockholm, 12 October 2022

A handwritten signature in blue ink, appearing to read 'Henrik Swerlander'.

Henrik Swerlander
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