

Inclusion and gender equality policy

Group-wide guidelines for combating discrimination and mistreatment and for enabling diversity and gender equality

DEFINITION

Guidelines for promoting inclusion and equality at a workplace are about striving to achieve a work climate in which everyone can fully contribute with their varying experiences and backgrounds. It's important that the workplace reflects society. Ultimately, it's about enabling efficiency and quality of business operations.

BACKGROUND

Besides experience, education, life situation, and values, the variations among humans can include gender, ethnic origin, age, physical disability, religion, and sexual orientation. These variations should not be perceived as threatening but rather as something that provides dynamics and new opportunities.

As an employer, Ramudden are obliged to maintain a good working environment that embraces physical and mental well-being. This includes treating everyone the same and counteracting narrow-mindedness. We thus see inclusion, equality, and diversity as a given and a strength. No one at Ramudden should be subjected to any form of discrimination or exclusion. We expect the same attitude from customers, business partners, and other stakeholders.

AIM

Guidelines that address discrimination, mistreatment, gender equality, and diversity give our employees, partners, suppliers, customers, and other stakeholders clear messages about how we act in various situations and which rules and regulations apply. These guidelines aim to make every individual a good citizen and to strengthen Ramudden as a company. And each employee can feel secure regarding what applies.

INCLUSION AND EQUALITY GUIDELINES

Ramudden follow laws and regulations that apply in each country regarding discrimination, mistreatment, gender equality, and diversity. We comply with these guidelines to promote an inclusive workplace:

Guidelines continued on next page ...



Not sure what's applicable?

On the detail level, rules, guidelines, and procedures might vary among countries.

If you're not sure what applies, contact your immediate manager, your CEO, or read more in country-specific documents.



The Ramudden spirit

We all adhere to the Ramudden spirit, i.e., we focus on customers, prioritise our employees' health and safety, and strive to be the best at what we do. This spirit also permeates professional encounters with everyone we meet.

Consequently, all employees must at all times follow the laws and guidelines to which our business is subject – in every assignment and in every encounter – inside and outside the office.

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- **Our guiding principle is that inclusion enriches Ramudden.** Inclusion strengthens our overall competence, is a strategic asset in the company and an important component of our business development. Reflecting society in general at a workplace provides better conditions for new perspectives, more ideas, better problem solving, smarter working methods and greater understanding of customers.
- We do not tolerate any form of discrimination or mistreatment at Ramudden. According to the law, discrimination occurs when someone is disadvantaged or mistreated in connection with one of the seven grounds of discrimination, namely: gender, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation, and age.

One definition of mistreatment is actions directed against one or more employees in an offensive way that can lead to ill-health or to be excluded from the workplace community. In daily speech, this is called bullying, and Ramudden does not accept bullying. It damages our employees' job satisfaction, health, finances, and development at work. It also damages the business.

To prevent and counteract discrimination and mistreatment, everyone at Ramudden must work together with active measures against discrimination. Here, we follow country-specific action plans and procedures regarding how we work in practice.

- **Gender equality and diversity must permeate all Ramudden operations and be a natural part of our business.** Women and men should have the same rights, opportunities, and obligations in all areas, for example, during recruitment and skills development. Ramudden's gender equality objectives within its operations are that:
 - workplaces, working methods, work organization, and work conditions should be arranged so that they are suitable for women and men.
 - both men and women can reconcile work with parenting.
 - no employee should be subjected to sexual harassment or be harassed for reporting gender discrimination. Here, sexual harassment means any unwelcome physical sexual gestures or verbal statements.
 - women and men should have the same opportunities for employment, education, promotion, and development at work.
 - women and men have equal pay for equal work.

Guidelines continued on next page ...



Safeguarding a good work environment is a joint responsibility. Working at Ramudden should be perceived as positive, developing, and pleasant. For everyone.



6 types of discrimination
Are you aware of variations of discrimination?

- Direct discrimination
- Indirect discrimination
- Lack of availability
- Harassment
- Sexual harassment
- Instructions to discriminate

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- **Each year we must document in writing our active efforts for gender equality and diversity.** By active measures we mean prevention and promotional initiatives to counteract discrimination and in other ways promote equal rights in the workplace. Each year, we strive to develop a gender equality plan and conduct a pay analysis at the national level. The CEO of each country is ultimately responsible for this.

RESPONSIBILITY

All employees are personally obliged to follow the laws, regulations, regulatory requirements, and guidelines associated with discrimination, mistreatment, gender equality, and diversity.

Noncompliance with the guidelines can lead to disciplinary sanctions.

Ultimately, Ramudden's managers are responsible for ensuring that the guidelines have been communicated to employees and to relevant external parties to promote broader knowledge and use of the guidelines.

Do you suspect that Ramudden do not comply with these guidelines? Then contact your immediate manager, your CEO, or the personnel department.



Employees who perceive themselves (or someone else) to be discriminated against or subjected to abusive discrimination, are encouraged to report this to their immediate managers, the personnel department, or the CEO.