



Code of conduct

We strive to be genuine and authentic. We care for and respect each other. Together we are the experts who make a difference. Unleashing the future.



Greetings from the CEO



Golaleh
Ebrahimpur, vd

At Chalmers Industriteknik, we have an important mission to translate today's research into outstanding societal benefits through innovative solutions for a sustainable society. We endeavour to build bridges between research and industry. In order to successfully fulfil our mission and goals, it is crucial that we have the trust of our customers and other stakeholders.

We gain this trust and credibility by treating each other and our stakeholders with respect and by ensuring that we carry out our tasks responsibly.

A trustworthy business partner fulfils its commitments, exceeds customer expectations and takes responsibility for its activities and their impact on the environment. Therefore, a well-functioning operation and a strategically driven, business-orientated sustainability work is crucial for us.

It goes without saying that we will always comply with the laws that apply to our activities. In addition to the laws we also endeavour to comply with external principles and guidelines applicable to our business.

We consider our Code of Conduct to be a central document that clearly describes how we conduct our business. The Code sets out the expectations of Chalmers Industriteknik as a partner and of our employees. The code is supplemented by our internal regulations in the form of policies, instructions and procedures.

As employees at Chalmers Industriteknik, we all have an individual responsibility, as well as a collective responsibility, to follow this code and make it an integral part of our corporate culture. It is through cooperation and commitment that we become a strong unit that can make a real difference, and together we build an organisation that we, our board and our partners can be proud of. The Code of Conduct should guide you as an employee to act correctly in situations where there is uncertainty or ambiguity about what is correct. Never hesitate to report if you suspect or discover unethical behaviour or anything that is in against our Code.

Commitment to our core values - Passion, Perspective, Pondus - and to the principles of this of this Code of Conduct is critical to our success and to the realisation of our vision – Att göra morgondagen redo för framtiden. (*Our vision is only used in Swedish*)



Summary of our code of conduct

- 📌 This Code of Conduct describes the ethical principles and business standards of Chalmers Industriteknik.
- 📌 The Code applies to all activities, and all employees, within the Chalmers Industriteknik Group.
- 📌 Chalmers Industriteknik shall conduct all activities in accordance with applicable laws and regulations.
- 📌 Chalmers Industriteknik shall maintain zero tolerance for fraud, bribery and corruption.
- 📌 Chalmers Industriteknik shall work to promote the global goals for sustainable development.
- 📌 Chalmers Industriteknik shall operate in an environmentally, socially and economically responsible manner.
- 📌 Chalmers Industriteknik shall work for everyone's equal rights and opportunities - gender equality and equal treatment.
- 📌 Chalmers Industriteknik shall be a safe and healthy workplace.
- 📌 As an employee, you are responsible for understanding, following and promoting this code of conduct.



Why a code of conduct?

At Chalmers Industriteknik, we have a strongly rooted ambition to carry out our mission, which means that we work to solve societal problems and strengthen the competitiveness of both small and large companies and organisations. As an independent actor, we conduct our business in an honest and genuine way and place high demands on ourselves. It is of utmost importance that we all understand this and act accordingly, taking responsibility and living our values in our daily work in our daily work.

As employees at Chalmers Industriteknik, we all have a mandate and are encouraged to take initiatives, make decisions and together drive our business forward. Our Code of Conduct serves as a tool that helps us assess what is right in different situations and supports us in acting in a way that addresses both legal and ethical challenges. The code describes for us how we are expected to interact with our stakeholders, the outside world and each other, so that Chalmers Industriteknik becomes the partner and employer that we wish to be and that is required to fulfil our mission.

It is important that everyone takes the time to read and understand the code, and then follows it in their work. How each and every one of us acts defines Chalmers Industriteknik and it affects how the outside world sees us and our activities. This means that we must ask questions if ambiguity arises and that we actively and that we actively endeavour to understand and comply with the principles of the Code of Conduct.

Our Code of Conduct is an important basis for guiding our actions in different situations. However, it is important to remember that the Code cannot give us all the answers to how we should act in each specific situation. Therefore, it is important to use your common sense and ask yourself the questions:

IS IT LEGAL?

IS IT ETHICAL?

CAN MY ACTION OR LACK OF ACTION AFFECT TRUST IN CHALMERS INDUSTRIKTEKNIK?

CAN I STAND FOR MY DECISION DURING A PUBLIC REVIEW?

We need to remember that many situations do not have simple and clear answers, and it can be complicated to navigate through them. Therefore, you should never hesitate to consult a colleague or your manager if you feel unsure.



Who does the code apply to?

Our Code of conduct applies to all individuals who are part of Chalmers Industriteknik. This includes employees, managers, management and also other stakeholders acting on behalf of the organisation, such as board members, suppliers, consultants and partners. In other words, the Code of conduct is binding on all persons who represent and are involved in the organisation.

Everyone's involvement in the Code of conduct creates a common standard and guideline for behaviour and responsible conduct within the organisation. It helps to promote a culture of professionalism, ethics and respectful co-operation. A well-functioning code of conduct is of key importance in creating and maintaining trust, both internally within the organisation and externally towards customers, partners and society at large.

The manager plays a crucial role in implementing and maintaining the Code of conduct within the organisation. As a manager, it is your responsibility to be a role model and promote a culture based on the principles and values set out in the Code. This helps to create an organisation where employees feel motivated, important and proud to be part of.

The consequences of not following a Code of conduct can be both personal and organisational, affecting relationships, trust, reputation, compliance and the working environment. Compliance with the Code of conduct is therefore important to ensure ethical and responsible behaviour and to maintain a healthy and successful work culture.

“We care for and respect each other.”





Our vision and our core values

Vi gör morgondagen redo för framtiden.

(We do not translate our vision, it is only used in Swedish.)

Our vision gives us our direction. It helps us, both as a business and as employees, to prioritise and choose, to plan and allocate resources. Every day is a new day, and every day has its tomorrow. Our vision is unpretentious and requires us to act with pondus, perspektiv and passion. *(We do not translate the core values so that they do not have the wrong meaning).* With our efforts, we are helping to shape the future. We make a difference and create value. It is the compass we follow.

PONDUS

WE HAVE THE KNOWLEDGE
AND SKILLS.

PASSION

WE HAVE THE PERSONALITIES
THAT MAKE IT POSSIBLE.

PERSPEKTIV

WE FOCUS ON THE FUTURE.



“The value of the company is equal to the sum of the problems we solve.”



Our workplace

In our workplace, people with different experiences and backgrounds come together to challenge and empower each other to create innovative and sustainable solutions for society.

We value work-life balance and see sustainability as our guiding principle in everything we do. We are convinced that a sustainable lifestyle is essential to make a real difference. Therefore, physical and psychological security is of utmost importance to us, as it creates an environment where you as an employee dare to explore new ideas and create a spirit of progress.

When you work with us, we offer continuous professional development to foster your personal growth in your field. You have the opportunity to influence your work and shape your career in the direction you want. We actively strive for an equal workplace that is free from harassment, abuse and discrimination.

We are convinced that systematic work environment management, with a focus on health promoting factors, helps us to create a better workplace with healthy employees and increased profitability. We are committed to creating a positive work environment that prioritises health and well-being to promote a sustainable and productive workforce.

By working together towards these goals, we can create a workplace where everyone thrives, develops and contributes to making positive changes for both individuals and society as a whole.

Our terms and conditions of employment

We endeavour to offer our employees attractive working conditions and safe working conditions. We respect and comply with applicable labour legislation and follow all relevant rules and regulations related to health and safety, labour law and working conditions. We are dedicated to creating a workplace where health, safety and well-being are prioritised for everyone.

We take responsibility for each other and for our working environment

We are all responsible for creating a positive work culture where mutual respect, cooperation and open communication are key values. We treat each other with dignity and respect each other's opinions, backgrounds and differences. We actively reject discrimination, harassment and abusive behaviour in all its forms.



We promote a climate where everyone feels safe to express their opinions, come up with ideas and contribute to the organisation. We encourage open dialogue and constructive feedback to continuously improve our workplace and cooperation.

We recognise that our actions and words affect our colleagues and the working environment. Therefore, we take responsibility for our behaviour and act in accordance with our shared values and policies. We promote a culture of mutual support and helpfulness, thereby creating a workplace that is stimulating, inclusive and positive for everyone.

**WE HAVE A
ZERO TOLERANCE
AGAINST DISCRIMINATION
AND OFFENSIVE
VICTIMISATION.**

We recognise the importance of diversity and inclusion

We see diversity and inclusion as a strength and an important factor in promoting dynamism, innovation and creativity in our organisation. We work actively to maintain an open and inclusive environment where new and existing employees can grow, develop and be seen.

We ensure that accounting is accurate

We are dedicated to maintaining the highest possible standards of accounting and reporting of economic and financial data. We carefully comply with applicable laws, regulations and accounting principles to ensure that our accounts are accurate, fair and transparent.

Protecting and nurturing our and our partners' assets

We regard our assets and those of our partners as valuable resources that must be protected and managed responsibly. We are obliged to act in their best interest and to comply with applicable laws, regulations and internal policies related to asset management.

We are responsible for preventing the theft, loss or unauthorised use of assets by implementing appropriate security measures and controls. We are also required to use assets efficiently and avoid waste or misuse.

By protecting and nurturing our and our customers' assets, we demonstrate integrity and responsibility, while creating a safe and reliable operating environment for ourselves and our stakeholders.



“The team climate is characterised by mutual respect and security, where everyone is comfortable being themselves.”





We ensure that personal data is protected

We recognise the importance of protecting and respecting the privacy of the personal data we handle. We comply with all applicable data protection laws and regulations and endeavour to maintain a high standard of data protection and privacy.

We only collect, store and process personal data in accordance with the law and the purposes for which it was provided. We take appropriate technical and organisational measures to protect personal data against unauthorised access, loss or accidental destruction.

We respect individuals' rights regarding their personal data and provide clear information about how their data is used and what rights they have. We endeavour to be transparent and honest in our handling of personal data and to be a trusted steward of the confidential information we receive.

We distinguish between private and business interests

We recognise the importance of distinguishing between private and business interests. We always act in the best interest of the organisation and avoid conflicts of interest that could influence our decisions and actions.

We avoid using our work or position to improperly favour ourselves or others. We act with integrity and objectivity in all situations where our personal interests may affect the interests of the organisation.

We disclose potential conflicts of interest and take appropriate steps to avoid or manage them honestly and fairly or manage them in an honest and transparent manner. By distinguishing between private interests and the interests of the organisation, we demonstrate loyalty to our workplace and act in accordance with our ethical obligations.

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Personal data is any information that can be directly or indirectly attributed to an identified or identifiable natural or identifiable natural person.
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Our market

We take responsibility for quality

We always strive to deliver high quality services to our partners and stakeholders. We are dedicated to maintaining and improving quality in everything we do and strive for continuous development and innovation. We take responsibility for complying with applicable quality standards and regulations relevant to our business. By having a strong focus on quality, we ensure that our customers receive reliable, safe and sustainable services.

We consider our suppliers as business partners

We see our suppliers as valuable business partners and co-operate with them in a mutually beneficial way. We endeavour to establish and maintain long-term relationships based on mutual trust, respect and cooperation. We choose suppliers who share our values and who fulfil our quality and sustainability requirements. We also expect our suppliers to comply with applicable laws and regulations and to act in an ethical and responsible manner in their operations. By considering our suppliers as business partners, we endeavour to build sustainable and successful business relationships.

We have zero tolerance for bribery and corruption

We are committed to acting with integrity and professionalism in all our business activities. We do not accept bribes, corruption or improper benefits in any form. We comply with applicable laws and international anti-corruption standards and ensure that our employees and business partners are aware of and follow these guidelines. We expect our employees and business partners to act in accordance with the principles of honesty, fairness and transparency. We have zero tolerance for all forms of corrupt behaviour and take measures to prevent, detect and report any suspicion of corruption. By fighting bribery and corruption, we ensure a fair and competitive market and maintain our credibility and business integrity.

**ENCOURAGE YOU TO
TALK TO YOUR MANAGER IF
YOU ARE UNSURE ABOUT
RECEIVING GIFTS OR
EVENTS, FOR EXAMPLE.**



Our role in society

EVERYTHING WE DO
IS AIMED AT IMPROVING
SOCIETY...
WE WANT TO MAKE
A DIFFERENCE!

We recognise that as a company we have an important role to play in society and that our actions and decisions affect not only our own business but also people, the environment and society at large.

We take responsibility for conducting our business in a way that promotes sustainable development and takes into account environmental, social and economic factors. We work to minimise our environmental impact and strive for resource efficiency, energy efficiency and waste management.

Furthermore, we are aware of the need to cooperate and engage with stakeholders in society, including authorities, academic institutions and industry organisations. We endeavour to build long-term relationships based on mutual respect, open communication and cooperation to jointly contribute to the development and progress of society.

“Collective intelligence is about maximising the knowledge of groups”



Reporting and whistleblowing

We encourage an open and transparent culture in which it is safe to report any concerns, irregularities or violations of our Code of Conduct. We value and respect the integrity of those who choose to report and whistleblow and see it as an important part of our responsibility as a business. We are committed to protecting those who report from retaliation, harassment or negative consequences.

As an employee, you are encouraged to immediately report any suspected violation of our Code of Conduct to the appropriate body or reporting line. This can be to your manager, supervisor, HR or other management representative. We encourage you to act in good faith and not to hesitate to raise any concerns or situations you encounter. We see it as a shared responsibility to ensure a fair and ethical working environment.

Our whistleblowing channel promotes a safe and confidential reporting process for suspected irregularities. Through this channel, people can safely and anonymously provide information about potential violations. We take all reports seriously and we are committed to handling them in a responsible and fair manner.

YOU CAN FIND THE
WHISTLEBLOWING POLICY
IN THE INTRATRADE AND ON
OUR EXTERNAL WEBSITE.



Unleashing the future



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