

CSR - Corporate Social Responsibility (CSR) policy

Corporate Social Responsibility Policy elements

We want to be a responsible business that meets the highest standards of ethics and professionalism. Our company's social responsibility falls into two categories: compliance and proactiveness.

Compliance refers to our company's commitment to legality and willingness to observe community values. *Proactiveness* is every initiative to promote human rights, help communities and protect our natural environment.

Protecting people

We'll ensure that we:

- Don't risk the health and safety of our employees and community.
- Avoid harming the lives of local and indigenous people.
- Support diversity and inclusion.

Human rights

Our company is dedicated to protecting human rights. We are a committed equal opportunity employer and will abide by all fair labor practices. We'll ensure that our activities do not directly or indirectly violate human rights in any country (e.g. forced labor).

CSR Business ethics

We'll always conduct business with integrity and respect for human rights. We'll promote:

- Safety and fair dealing
- Respect toward each client and user
- Anti-bribery and anti-corruption practices

Preserving the environment

Keeping our environment clean and unpolluted is a benefit to all. As a company, we try to be a role model by:

- Working in digital process flow and only printing documents if necessary.
- Championing distributed remote-work to minimise pollution by travelling and commuting.
- Choosing public transport as much as possible if remote-work is not possible.
- Choosing reusable and renewable materials over disposable as much as possible

Selection of suppliers and business partners

We can affect the world around us not just by how we act and react, but also by the demands that we put on our suppliers and business partners. We choose them based on:

- Legal compliance
- Business and labour ethics, fairness and transparency
- High quality and deep knowledge including R&D
- Environmental efforts