



# SUSTAINABILITY & CSR POLICY

## Background

Hot Screen AB believes in actively and responsibly contributing to sustainable development. We aim to achieve this by adhering to Hot Screen AB's values of respecting people, communities, the environment and natural resources. We must fulfil the expectations of the company's stakeholders regarding Hot Screen AB's operations. By making decisions that fairly balance the requirements of different stakeholders, Hot Screen AB will contribute to sustainable development and take responsibility for common global economic, social and environmental factors. For the purpose of sustainable operations, Hot Screen AB's stakeholders include customers, owners, employees, partners, suppliers, the environment and society (including civil society and the public sector), as well as other stakeholders affected by our business.

## Purpose

The purpose of this policy is to instruct all employees in sustainability and the values that Hot Screen AB stands for. The company's core values are described in the Code of Conduct and Purchasing Policy. Our sustainability initiative is inexorably tied to the company's business operations and value-creating procedures.

## Guidelines

Everyone in the company is obliged to follow all laws, regulations and internal policies. If any part of this policy should conflict with the law, the current legislation in the respective country takes precedence over the contents of the company Sustainability & CSR Policy.

## Main Principles

Hot Screen AB has defined the following main principles based on ISO 26000 (guidance on social responsibility). Additionally, the company will produce sustainability reports based on GRI (Global Reporting Initiative) and linked to the UN's global goals.

- Responsibility
- Transparency
- Business ethics
- Respecting the interests of stakeholders
- Respecting the rule of law
- Respecting international standards of conduct
- Respecting human rights

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## **Sustainability responsibilities**

### **Financial responsibility**

Hot Screen AB holds that a fundamental principle of running a business responsibly is healthy and balanced finances. Our company avoids financial decisions that may pose a risk to the company's long-term survival.

Our company values honesty, transparency and high ethical standards in all its business relationships. Employees keep any promises and view both customers and suppliers as important partners to be treated with respect. Naturally, our company actively opposes all forms of bribery and corruption that can impact our business relationships.

In the market, Hot Screen AB strives for healthy, honest and open competition, and follows good marketing practices. The information supplied by the company to markets must always be clear, transparent and never intentionally misleading.

### **Environmental Responsibility**

Hot Screen AB will proactively strive to reduce environmental and health risks from its business and the products and services it provides. Primarily by preventing pollution and secondarily by minimizing negative environmental impact. Hot Screen AB strives to continuously improve its climate impact and resource use.

### **Climate Impact**

Workplaces and premises must be eco-friendly and conserve energy and resources. This applies to both the internal and external environment.

Eco-friendly travel and transport alternatives that minimize climate impact must be used insofar as possible.

The company will maintain a modern and energy-efficient campus, and any equipment to be replaced must be continuously upgraded using more environmental technology.

Digital meetings will replace physical meetings whenever possible without reducing quality.

### **Resource Usage**

Hot Screen AB strives to minimize wasting the planet's resources. Services and products must be adapted to the environment use resource-efficient production methods. All stages from raw materials and product consumption to transport and waste must be handled as environmentally as possible.

Waste will be managed according to the so-called waste hierarchy. For more information on our environmental initiative, see the company environmental policy.

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## **Social Responsibility**

Hot Screen AB must be a positive contributor to society. The company must respect human rights, distance itself from corruption and bribes as well as money-laundering. The company will strive to ensure the health and wellbeing of all people, regardless of whether they are employees, customers, owners or other stakeholders. The company will actively participate in social issues and promote the social integration of children and youths as part of a healthier and safer society. The company will not give direct or indirect contributions to political parties or political organizations.

## **Legal Responsibility**

Hot Screen AB must comply with all applicable legislation and international conventions in the markets where the company operates. The company must follow any environmental legislation, agreements, safety requirements and other obligatory requirements and regulations.

## **Employer Responsibility**

In its role as employer, Hot Screen AB will ensure an organized and social working environment, and a safe workplace. In addition, employee ideas and initiative must be encouraged. The company will strive to ensure good work-life balance for its employees. Clear and well-communicated guidelines and policies regarding equality and diversity exist.

The company supports and encourages employee social involvement. Employee health and wellbeing will be prioritized. The company will allocate resources for employee improvement and skill development.

Hot Screen AB strives to utilize current company resources in the form of knowledge and skills, and helps its employees to unlock their full potential.

## **Supplier Responsibility**

Proper working conditions for Hot Screen AB's employees must be ensured. However, it is also important to ensure that our suppliers provide adequate working conditions for their employees. Therefore, Hot Screen AB does not work with companies that use child labour, who do not promote equality and equal treatment, and who allow discrimination and harassment.

Hot Screen AB will encourage its suppliers to promote sustainable development. Common sustainability goals will be discussed with important suppliers. Hot Screen AB will produce environmental and quality standards to be applied to its business as well as the purchase of goods and services.

## **Customer and Quality Responsibility**

Customer relations and customer needs are a priority. Customer relations will be characterized by a high level of transparency, dialogue and clarity. Complaints and customer support must be managed efficiently, thoroughly and carefully.

Continuous quality improvement is a top priority.

## **Follow-up and Reporting**

Hot Screen AB's management will follow up in the policy annually in the form of a sustainability report.

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### Contact information

Role	Name	Phone number	E-mail
Quality & Environmental Manager	Nina Kempe	+46 706 809 892	nina.kempe@hotscreen.se
HR manager	Anna Skanselid	+46 706 315 233	anna.skanselid@hotscreen.se
CEO	Fredrik Skanselid	+46 705 361 609	fredrik.skanselid@hotscreen.se

### Responsibility

The company's department managers will ensure that all employees are familiar with Hot Screen's Sustainability & CSR Policy. However, each individual is responsible for following it. Violations of the company Sustainability and CSR Policy will be cause for disciplinary action. All employees are obliged to cooperate to ensure a sustainable company environment.

**Fjärås, August 2022**

**Fredrik Skanselid**

**Anna Skanselid**

**Nina Kempe**

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