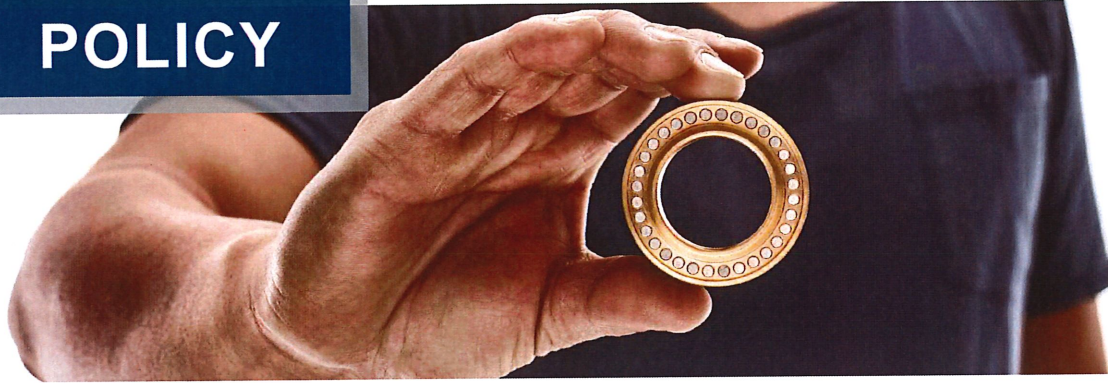


# POLICY



## Human Resources Policy

At Bufab, we recognize that our employees are the key to our success, and nothing can be achieved without their engagement. Our long-term success depends on our capability to attract, retain and develop employees able to ensure ongoing and sustainable growth.

### General principles

- We aim to hire employees with professional skills and personalities enabling them to develop a long-term relationship with the company.
- All employees need to understand our overall goals and how to contribute to reach them. It is the responsibility of our managers to set clear targets and expectations, as well as to give feedback on performance. The feedback shall stimulate development and be given in a dialogue based on mutual trust and respect.
- Personal development is a responsibility shared between the employee and the company. We strive to jointly develop competences to match the challenges we are facing.
- Our remuneration is fair and competitive, rewarding initiative and responsibility.
- We have an open, direct two-way communication and expect our employees to actively seek and ask for information.
- We expect our managers to take responsibility and to act in a respectful, honest and fair way.
- We strive for a safe and enjoyable working environment with balance between professional and private life.
- We treat people fairly, do not accept discrimination, promote diversity, conduct our business in an ethical manner and support our employees right of free association. We abide legislation, regulations and guidelines.

### Goals to the policy

- 100% of all employees to have at least one development talk each year
- No work-related injuries or illness

Guidance for the application of this policy can be found in the Bufab HR Handbook.

Issued by

Issued by Terece Hjerpe, Global HR Director  
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**BUFAB**