



enjoy your home.

SUSTAINABILITY POLICY

February 2017

NRI GROUP[®]

NORDIC ROOM IMPROVEMENT



NRI GROUP®

NORDIC ROOM IMPROVEMENT

All of us need to respond in different ways to the economic, environmental and social challenges faced by the world. By adopting a holistic perspective towards sustainability work and selected focus areas, at NRI we want to take our responsibility for the current and future society in a concrete manner. Our aim is for the sustainability work to permeate the entire business process and be communicated to everyone who is impacted by our activities. We want to teach, inspire and act. This is our direction for the journey which has just started.

OUR RESOURCES

We are here: NRI has a well worked-out range and develops products which are easy to use and assemble. Our investment in high quality and aim to have durable products form the basis of our smart and sustainable resource utilisation.

Where we want to go: Our customers should always be offered a sustainable option linked to the product or service which we offer, and thereby have the option of making a conscious choice. The objective is for an increasing number of customers to utilise this opportunity.

OUR TEAM

We are here: Our team comprises the core of our work and healthy, committed employees who are comfortable at their workplace is a prerequisite for us to be productive and competitive. Therefore we are particular about everyone in the organisation, both employers and employees, complying with our work environment policy and employee handbook. NRI has a zero tolerance policy towards discrimination and special treatment.

Where we want to go: The NRI Group should be an attractive employer where employees can develop and feel involved in the activities. By systematically improving our work environment management, we will attain safety and good health for all employees.

OUR SOCIETY

We are here: The primary goal of NRI's code of conduct is responsible cooperation with our suppliers. It is based on the Universal Declaration of Human Rights of the United Nations and strongly opposes child labour, forced labour and discrimination.

Where we want to go: All our suppliers should implement and comply with NRI's code of conduct, which we monitor regularly. Breach of the code of conduct results in termination of cooperation with the supplier.

OUR DEALS

We are here: A high level of credibility is a necessity for us. Therefore, every individual employee of NRI is commissioned to comply with the applicable laws and rules which impact the activities and for all decisions concerning the work, use the customer's expectations of our agreement as a basis and fulfil our promises of quality, delivery and service.

Where we want to go: NRI's objective is for all employees within the organisation, as well as suppliers and partners, to comply with generally accepted business practices and the ethical norms represented by NRI. We believe that a clear dialogue between employees and our partners is the basis of profitable, secure, safe and sustainable deals.

NRI looks forward to receiving your views and ideas of how our work can be improved!

OUR RESOURCES

OUR VALUES

NRI should, based on the prerequisites of our activities and our products, strive towards efficient resource utilisation and lower environmental impact.

WHAT WE DO

Our environmental management comprises projects and activities with a connection to all activities in the company. Regular staff meetings and continuous dialogue with customers and suppliers enable us to move the environmental management forward throughout the Group.

QUALITY

Manufacturing of new products entails material and resource consumption. By investing in high quality consistently in our range, we provide good prerequisites to our products for long-term durability, which saves natural resources.

TRACEABILITY AND CERTIFICATION

All companies in the NRI Group work based on a system for due diligence in which our suppliers undergo risk assessment and the origin of the wooden raw material can be traced. We do this to be able to assure our customers that no illegally felled wood is a part of our products.

ALLOCATION OF RESPONSIBILITY

Under the authority of the CEO, one person per operating company is responsible for ensuring that environmental issues are pursued and that the action plan is implemented. The Environmental Officer coordinates and implements the environmental management in the activities, and it is incumbent on the CEO to ensure that each environmental officer is given adequate resources and prerequisites to succeed with the work. Furthermore, it is every employee's responsibility to contribute to fulfilment of the objectives.

WHAT WE WANT

The products marketed by NRI should, as far as possible, be manufactured using recycled material or material which can be recycled. Our customers should always be given the opportunity to make a conscious, sustainable choice, for example, by choosing a certified product. The objective is for the number of customers who use this opportunity to increase.

By means of education and inspiring activities, NRI should increase the knowledge and awareness of environmental issues among all employees. All employees should also have knowledge of the company's environmental objectives and the sustainable options we can offer to the customers.

NRI should cooperate with other companies, authorities and organisations to get new ideas and inspiration

PRACTICAL ENVIRONMENTAL IMPROVEMENTS

NRI annually prepares a concrete action plan based on our objective of constantly evaluating what we do based on its environmental impact. Current focus areas include waste management, purchasing and energy saving measures. Some of the improvements to date comprise environmentally friendly electricity for our premises, use of low-energy bulbs, lower paper consumption and a transition to eco-labelled products.



on how the work can be improved. We should communicate our view on environmental management and our environmental requirements to suppliers and encourage them to always consider the environmental impact of their activities.

NRI should constantly improve streamlining of the activities' resource consumption. We should view measures which improve the environment as investments, prevent pollution and emissions to air, land and water and regularly review our distribution and use of chemicals and chemical products, in accordance with the REACH Regulation. NRI also strives to use raw materials which are certified in accordance with FSC or PEFC.

OUR TEAM

OUR VALUES

The NRI Group should be an attractive employer and a sustainable organisation with healthy employees. A good work environment undergoing constant development provides the right prerequisites for a high level of quality, efficiency and service level within the Group.

WHAT WE DO

In order to attain the objective of being a sustainable organisation with healthy employees, we systematically work towards promoting health, preventing ill-health and having good procedures for rehabilitation.

SYSTEMATIC WORK ENVIRONMENT MANAGEMENT

As a part of our work environment management, we comply with current work environment legislation and current provisions for the activities. We work based on the model for systematic work environment management (SAM), in order to efficiently integrate work environment management in the regular activities. SAM entails that the employer regularly examines and conducts risk assessment of the work environment, conducts the measures required to reduce or eliminate risks and then checks that the conducted measures have had the correct effect.

ZERO-TOLERANCE POLICY TOWARDS DISCRIMINATION

NRI provides the same opportunities to all employees of the Group, irrespective of skin colour, gender, age, nationality, religion, ethnic affiliation, functional impairment or other distinguishing characteristics. NRI prohibits both discrimination and harassment.

EMPLOYEE PARTICIPATION

All employees of NRI are responsible for contributing to a good work environment for themselves and their colleagues. In practice this means that both employers and employees highlight improvements which should be implemented, comply with the employee handbook and promote good health. It is everyone's responsibility to be attentive to and immediately report any risks or threats to a good work environment. Every employee's responsibility also includes complying with applicable instructions and procedures.

ALLOCATION OF RESPONSIBILITY

The employer is primarily responsible for the work environment and work conditions at the workplace but in order to attain qualitative and efficient work environment management we divide the work between employers and local safety representatives. In the NRI Group the responsibility for work environment issues and systematic work environment management always rests with each individual company in the Group, where the respective local manager and supply chain manager are ultimately responsible.

WHAT WE WANT

Our objective is for everyone to feel safe in our environment. In order to prevent injuries and ill-health, laws and other requirements within the work environment area should comprise a minimum level. The company's work environment management, which comprises both physical and psychosocial factors, should be characterised by commitment, development and improvement.

A comfortable and desirable work environment is an environment which is so good that all employees are comfortable and develop in their work. There should be an honest and open attitude at the workplace, and all employees should feel that they have the opportunity to influence their personal work situation. We believe that this is a prerequisite for us to be productive and competitive.

The employer should take the measures which are technically possible, organisationally justified and financially defensible in order to prevent the employee from being subjected to ill-health or accidents at work.

OUR SOCIETY

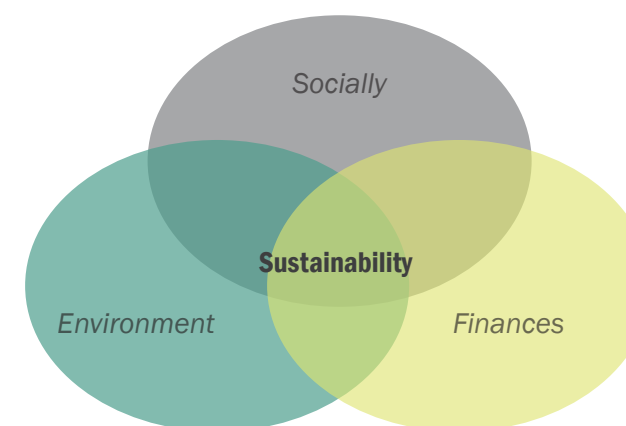
WHAT WE DO

It is very important for us that the products which are sold are manufactured ethically. Therefore, we want to assume responsibility for ensuring that fundamental human rights and healthy work conditions are respected in our production chain. In order to attain this, NRI has developed a code of conduct containing the requirements we impose on our suppliers for, among other things, child labour, forced labour and discrimination.

NRI's code of conduct is not negotiable. Therefore, in accord with our suppliers, we work towards establishing prerequisites for compliance with the code within a given timeframe.

OUR CONDITIONS:

1. All suppliers should implement and comply with NRI's code of conduct.
2. NRI monitors compliance with the code of conduct by on-site visits and audits.
3. If NRI finds that a supplier is not complying with the requirements of the code of conduct, a dialogue is initiated to find constructive solutions and rectify deficiencies within a reasonable duration.
4. If NRI finds that the supplier is not willing to conduct agreed improvements or that there is breach of the determined timeframe, we reserve the right to terminate cooperation with the supplier with immediate effect and to annul existing orders.



WHAT WE WANT

Good work conditions should not only be a necessity for employees within NRI, but also for everyone else who is affected by our product chain in some manner. The objective is always to try to influence other players, primarily the companies which we come into contact with, to work based on our code of conduct.

We want to be a role model in the sector by taking the issue of human rights and social development seriously. We will create long-term and good cooperation with suppliers and other stakeholders who share our values and our aim of a better life for more people.

OUR VALUES

By standing up for human rights and reasonable work conditions, we should contribute to sustainable urban development.



OUR VALUES

The corporate culture within NRI should be characterised by honesty, security and openness.

OUR DEALS

WHAT WE DO

It is incumbent on all employees to comply with the ethical norms prescribed by NRI and to be aware of and comply with applicable legislation and generally accepted business practices which are relevant for the activities, especially when they affect the employee's work. It is also incumbent on all employees to request internal or external advice on these issues when necessary.

AGREEMENTS

Within their respective fields of activity, the employees are responsible for ensuring that NRI performs its agreed undertakings correctly within specified timeframes and does not breach applicable agreements. A selection of the agreements which NRI concludes with customers, suppliers or employees, are checked by lawyers.

COMPETITION

NRI does not permit any form of price fixing, cartel formation or abuse of market dominance. In all areas of the activities, NRI supports correct and comprehensive competition for tenders, offers, procurement and purchasing.

GIFTS AND BRIBERY

It is prohibited to request or provide any form of promises in connection with gifts. None of our employees may ever utilise bribes or prohibited compensation of any form in relations with customers, suppliers, authorities or other decision-makers. Bribe refers to improper rewards, benefits or gifts.

A bribe may consist of cash, goods, trips, services, discounts, gift vouchers or hospitality of various sort.

EXTERNAL OFFERS

In terms of study trips, exhibition visits and similar organised by external contacts, the invitation is sent to immediate supervisors so that they can decide whether the programme is relevant for participation by any of NRI's employees. The basic principle is that all areas of the participation should be defrayed by the employer. If there are particular grounds to approve external financing for some areas in an individual case, the CEO may decide to permit this.

HOSPITALITY

Offers of hospitality can only be accepted if they are within the framework of generally accepted business practices. Gifts and offers of hospitality which do not fall within the framework of generally accepted business practices, or if there are doubts about what applies for an individual case, should be discussed with the immediate supervisor for guidance.

COMPETING ACTIVITIES

Employees may not pursue competing activities or have other business activities of such extent that they interfere with the performance of regular tasks. All employees are obliged to inform their manager of all business activities which they pursue in addition to their employment. It is prohibited to utilise relations with business partners such as customers and suppliers for personal gain.

WHAT WE WANT

NRI's objective is for all employees within the organisation, as well as suppliers and partners, to comply with generally accepted business practices and the ethical norms represented by NRI. We believe that a clear dialogue between employees and our partners is the basis of profitable, secure, safe and sustainable deals.

WE SHOULD:

Manage the activities profitably and with good ethics

Listen to the customers and always consider their needs

Uphold diversity and development among the employees

Have an open dialogue internally and with the surrounding community

Guarantee security of agreements, product safety and quality

The NRI Group's sustainability policy is adopted by the Board of Directors of NRI once per year. The date and version of the policy's edition are stated in the document's footer.

The policies which support our overall Sustainability policy are contained as appendices:

1. *Environmental policy*
2. *Policy for traceability and certification of wooden raw material*
3. *Code of conduct*
4. *Business ethics policy*
5. *Work environment policy*
6. *Employee policy*

1. ENVIRONMENTAL POLICY

We will be a company which works to ensure a better environment through constantly evaluating what we do based on its environmental impact.

WE WILL THEREFORE:

- Increase knowledge and awareness of environmental issues among all employees
- Influence and cooperate with other companies, suppliers, authorities and organisations
- View measures which improve the environment as investments
- Prevent pollution in air, ground and water by taking into account the environmental impact of our activities.
- Continuously endeavour to improve utilisation of our resources within the company.
- Always keep authorities and registers updated in terms of our distribution of chemicals and chemical products in accordance with the REACH Regulation.
- Only utilise traceable wooden raw material in our products.

ENVIRONMENTAL ORGANISATION

One person per operating company is responsible for ensuring that environmental issues are pursued and implemented. The Environmental Officer coordinates and implements the environmental management in the activities, but it is incumbent on the CEO to ensure that each environmental officer is given adequate resources and prerequisites to succeed with the work. Our environmental management comprises projects and activities with a connection to all activities in the company. Continuous staff meetings, discussions with customers and suppliers enable us to move the environmental work forward throughout the company.

ACTION PLAN

We annually prepare an action plan based on our objective of reducing our environmental impact.

THE ACTION PLAN COVERS THE FOLLOWING AREAS:

SORTING AT SOURCE OF WASTE, ENERGY SAVING MEASURES

An established objective is to increase the use of computers and adequate software in order to reduce the consumption of paper and to disseminate information to staff, customers and suppliers. The company uses low-energy bulbs in the light fittings where possible.

PURCHASING

An established objective is to always consider environmental aspects during the purchase of products which are used in the activities, everything from vehicles and fuel to photocopying paper and pens. This has entailed a transition to more environmentally friendly products.

We strive to maximise the fill rate of our inward and outward deliveries and to use environmentally friendly and correct packaging.

ENVIRONMENTAL REQUIREMENTS ON OUR PRODUCTS AND SERVICES

Where possible, the products and services we market should be manufactured using materials which can be recycled or using recycled material.

CHEMICALS

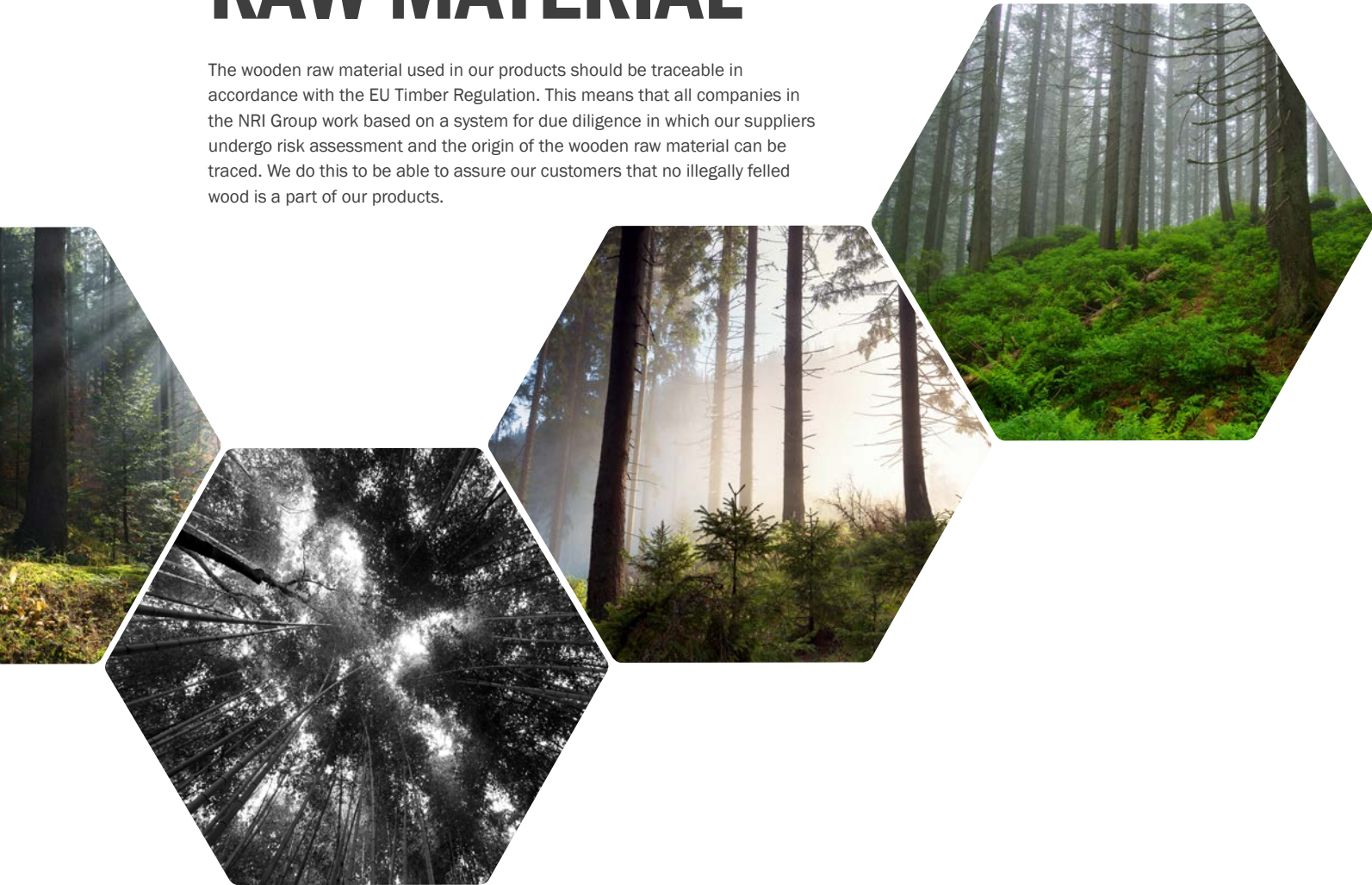
The products which per se are or contain chemicals should be reported to the Swedish Chemicals Agency or an equivalent authority in another distributed market. We should always comply with the REACH Regulation and should not distribute products containing substances listed on the Candidate List of Substances.

ENVIRONMENTAL INFORMATION FOR EMPLOYEES, CUSTOMERS AND SUPPLIERS

All employees in the activities should have knowledge of the company's environmental objectives. This is regularly monitored at staff meetings where new information is also provided. By means of verbal and written communication, our customers are continuously informed about our environmental management. We have a constant dialogue with our suppliers on measures to improve the environment and one of the company's environmental objectives is to influence our main suppliers to always consider environmental aspects in their production and activities.

2. POLICY FOR TRACEABILITY AND CERTIFICATION OF WOODEN RAW MATERIAL

The wooden raw material used in our products should be traceable in accordance with the EU Timber Regulation. This means that all companies in the NRI Group work based on a system for due diligence in which our suppliers undergo risk assessment and the origin of the wooden raw material can be traced. We do this to be able to assure our customers that no illegally felled wood is a part of our products.



We also strive to use raw materials which are certified in accordance with FSC or PEFC. When you purchase certified products from us, you are guaranteed that we are not directly or indirectly involved in the following activities:

- Illegal felling or trade with illegally felled timber or forest products
- Breach of traditional and human rights in forestry, including the rights of indigenous people
- Destruction of high nature conservation values in forestry
- Significant conversion of natural woodland to forestry plantations or non-forest utilisation
- Introduction of genetically modified organisms in forestry
- trade in protected and endangered species, including the requirements of CITES
- Breach of any of ILO's core conventions.

3. CODE OF CONDUCT

It is very important for us to take responsibility for the manufacture of our products. We therefore cooperate with our suppliers and their subcontractors to ensure that our code of conduct is implemented and observed. NRI's code of conduct is not negotiable. It is therefore important that, in accord with our suppliers, we establish the prerequisites for improvements which ensure that the code is observed within a given timeframe. The code of conduct is targeted at the cooperation with our suppliers. It is a part of the overall framework which regulates policy issues at NRI and lays down guidelines concerning quality, human rights and the environment. Our code of conduct is based on the Universal Declaration of Human Rights of the United Nations and other significant international conventions and agreements. NRI takes responsibility for compliance of these rights by us and our suppliers. The following conditions apply for our suppliers:

CHILD LABOUR

NRI does not accept child labour. In accordance with article 138 of the International Labour Organization (ILO), a child is defined as a person below the age of 15. In cases where local laws or provisions establish a higher age as the minimum age for work, this age limit applies. This also covers the age for compulsory schooling.

FORCED LABOUR

The factories which NRI cooperates with should not use any form of forced labour, i.e. any form of involuntary or unpaid labour including convicts. When the factories appoint labour by contract the factories defray agency costs. The factories may not detain labour at work at any time against their will.

DISCRIMINATION

Factories should employ labour based on the person's ability to perform the work and not on the basis of personal characteristics or beliefs. Factories employ, pay salaries and provide benefits to labour without taking into account race, skin colour, gender, nationality, religion, age, potential pregnancy or civil status.

WORKING HOURS AND SALARIES

Every individual employee should have an agreement which states the working hours and salary in accordance with national laws and provisions. The working hours should comply with national laws and provisions. If there are no provisions for statutory working hours, the working hours may not exceed

60 hours per week, including overtime. Overtime should be voluntary. Annual leave and overtime pay should comply with national laws and provisions. Salary should be paid consecutively and on time.

FREEDOM OF ASSOCIATION

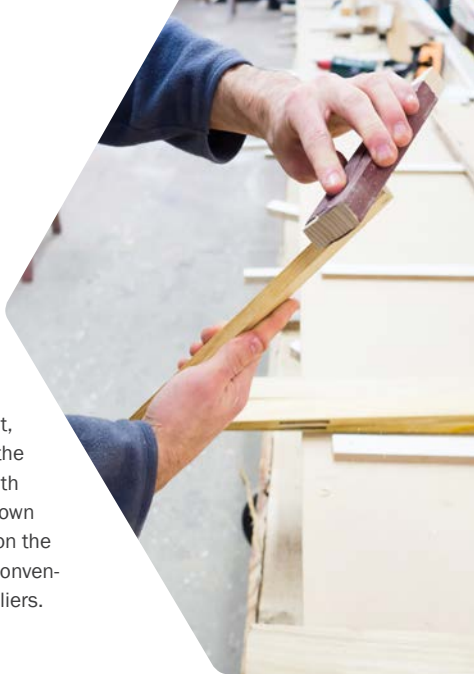
Employees are entitled to join associations of their choice. Factories or employers may not raise objections against employees who wish to belong to a trade union or negotiate collectively in a lawful manner. Employees are entitled to decide whether they want to join a trade union or another association.

WORKING AND LIVING CONDITIONS

Factories should treat all employees with respect and dignity. A healthy and safe work environment should be offered. Factories should comply with prevailing local laws and provisions for working conditions, such as work environment, sanitary equipment and fire safety. Employees should, when required, have free access to personal protective equipment and be trained on how to handle the equipment. This includes safety installations for machines. Factories should have good lighting, ventilation and accessibility. Hazardous material should be stored and discharged in a safe and legal manner. Factories which provide dormitories for employees should keep these clean and safe. Devices in dormitories should fulfil requirements in accordance with prevailing laws and provisions which relate to health and safety, including fire safety, sanitary equipment and general risk protection.

MONITORING AND COMPLIANCE:

1. All suppliers should implement and comply with NRI's code of conduct.
2. NRI monitors compliance with the code of conduct. NRI's employees, or third party representatives, are entitled to conduct unannounced company visits and to conduct audits at suppliers.
3. If NRI finds that a supplier does not fulfil the requirements, we will draw the supplier's attention to this and initiate talks to find constructive solutions. In these cases we develop an action plan together with the supplier with timeframes to ensure future compliance.
4. If NRI finds that the supplier is not willing to conduct agreed improvements or that there is breach of the determined timeframe, cooperation with the supplier is terminated.
5. If there are repeated breaches of the code of conduct by the supplier, NRI reserves the right to, with immediate effect, terminate all cooperation with the supplier and to annul existing orders.



4. BUSINESS ETHICS POLICY

It is incumbent on all employees in NRI to comply with applicable legislation. Generally accepted business practices within the sector internationally and nationally should be applied as well as the ethical norms and policies determined by NRI.

WE SHOULD:

- manage the activities profitably and with good ethics
- listen to the customers and always consider their needs
- uphold diversity and development among the employees
- have an open dialogue internally and with the surrounding community
- guarantee security of agreements, product safety and quality

All employees are obliged to be aware of laws, rules and generally accepted business practices which are relevant for the activities, especially when they affect the employee's own work. It is also incumbent on all employees to request internal or external advice on these issues when necessary.

Within their respective fields of activity, the employees are responsible for ensuring that NRI performs its agreed undertakings correctly and within specified timeframes and does not breach applicable agreements. NRI does not permit any form of price fixing, cartel formation or abuse of market dominance and in all areas of the activities, NRI supports correct and comprehensive competition for tenders, offers, procurement and purchasing. It is prohibited to request or provide any form of promises in connection with gifts.

NRI and its employees may never utilise bribes or prohibited compensation of any form in relations with customers, suppliers, authorities or other decision-makers with, for example, the aim of generating or retaining deals. Offers of hospitality can only be accepted if they are within the framework of generally accepted business practices. Gifts and offers of hospitality which do not fall within the framework of generally accepted business practices, or if there are doubts about what applies for an individual case, should be discussed with the immediate supervisor for guidance. NRI's employees should avoid involvement in activities which may lead to conflicts of interest. This includes, but is not limited to, providing or receiving personal gifts or services by a value which exceeds the determined level, or participation in hospitality which exceeds normal business activities.

Employees may not pursue activities which compete with NRI or have other business activities of such extent that they interfere with the performance of regular tasks. All employees are obliged to inform their manager of all business activities which they pursue in addition to their employment.

It is prohibited to utilise relations with business partners such as customers and suppliers for personal gain.

IN DETAIL ABOUT BRIBES

Bribe refers to improper rewards, benefits or gifts. A bribe may consist of cash, goods, trips, services, discounts, gift vouchers or hospitality of various sort.

It is considered improper to give and receive a benefit which is associated with recipients acting in a certain manner while carrying out their duties. Even if there is a minor risk of the employee being affected, the act is still considered to be improper. There is no set monetary limit for what comprises a bribe, but the benefit's value from the recipient's point of view is decisive. The norms and guidelines stated in this policy are applied within NRI.

PROPER BENEFITS

Proper benefits include

- work meals of an everyday nature
- celebrating important birthdays and other personal special days provided that this is moderate taking into account the circumstances of the individual case
- ornaments which do not have significant market value and comparable moderate souvenirs to guests, for example, during corporate anniversaries and similar.

Receiving or offering any of the afore-mentioned benefits does not normally entail that a bribe is involved or has been given, provided that the value of the benefit lies within the given limits.

The limits specified by the Swedish Tax Agency for gifts are applied within NRI.

IMPROPER BENEFITS

Improper benefits, which may not be accepted or offered under any circumstances, include

- money gifts in cash or in another form, for example, securities
- cash loans
- surety bonds or debt service
- waiver of purchase money or demand, amortisation or interest
- purchase discounts, commission or bonus arrangements as well as kickbacks which have not been approved by the company management
- extra deliveries of goods or services from the company's supplier, for example, construction material or transport and handicraft services
- appointing the company's suppliers for private matters at non-market compensation - disposition of vehicles, boats or holiday homes for private use
- wholly or partially paid pleasure trips or holidays

EXTERNAL OFFERS

In terms of study trips, exhibition visits and similar organised by external contacts, the invitation should be forwarded to immediate supervisors so that they can decide whether the programme is serious and whether anyone at the company would benefit from the trip or visit. The basic principle is that all areas of the participation should be defrayed by the employer. The decision on participation is taken by the immediate supervisor and is documented. If there are particular grounds to approve external financing for some areas in an individual case, the CEO may decide to permit this.

5. WORK ENVIRONMENT POLICY

NRI is a group that develops, markets and sells interior, exterior and renovation products for the consumer and professional markets in the Nordic region.

This policy aims to describe the NRI Group's view on the work environment and approach which all employees within the Group should adopt.

The NRI Group should be an attractive employer, a sustainable organisation with healthy employees. We strive to deliver the best quality to our customers and stakeholders. A good work environment undergoing constant development entails the opportunity of a higher level of quality, efficiency and service level within the Group.

In order to attain the objective of being a sustainable organisation with healthy employees, we systematically work towards promoting health, preventing ill-health and having good procedures for rehabilitation. A sustainable organisation has work environment management which promotes, develops and improves continuously and provides all employees the opportunity of participation and development.

NRI provides equal opportunities to all employees of the Group, irrespective of skin colour, gender, age, nationality, religion, ethnic affiliation, functional impairment or other distinguishing characteristics. The Group prohibits both discrimination and harassment.

There should be compliance with laws and other requirements within the work environment area in order to prevent injuries and ill-health.

The company's work environment, which comprises both physical and psychosocial factors, should be characterised by commitment, efficiency, a willingness to change and responsibility.

SYSTEMATIC WORK ENVIRONMENT MANAGEMENT (SAM)

As a part of our work environment management, we comply with current work environment legislation and current provisions for the activities. We work based on the model for systematic work environment management (SAM), in order to efficiently integrate work environment management in the regular activities. SAM entails that the employer regularly examines and conducts risk assessment of the work environment, conducts the measures required to reduce or eliminate risks and then checks that the conducted measures have had an effect.

ORGANISATION AND ALLOCATION OF RESPONSIBILITY

A comfortable and desirable work environment is an environment which is so good that all employees are comfortable and develop in their work. There should be an honest and open attitude at the workplace, and all employees should feel that they have the opportunity to influence their personal work situation. We believe that a good and comfortable work environment is a prerequisite for us to be productive and competitive, and to have better opportunities to recruit recently qualified employees.

In the daily work all employees should demonstrate personal responsibility for health and the environment, as it is everyone's responsibility to be attentive to and immediately report any risks or threats to a good work environment and to the external environment. Every employee's responsibility also includes complying with the instructions and procedures which have been prepared based on work environment reasons.

The employer is primarily responsible for the work environment and work conditions at the workplace and in order to attain qualitative and efficient work environment management we cooperate to divide the work between employers and employees. Local safety representatives should participate in the work environment management.

The employer should take the measures which are technically possible, organisationally justified and financially defensible in order to prevent the employee from being subjected to ill-health or accidents at work. Some work environment problems may be of such a nature that technical, medical or psychosocial expertise needs to be appointed, and in such cases the necessary measures should be taken to the extent this is possible.

In the NRI Group the responsibility for work environment issues and systematic work environment management always rests with each individual company in the Group, where the respective local manager is ultimately responsible. Then, if required the local manager delegates the duties within the work environment area further to other senior executives in the company.



5. EMPLOYEE POLICY

OUR BASIC OUTLOOK

We assume that everyone wants to do the right thing and their very best. We take responsibility for what we accept, what we do and what we provide. We consider every meeting as an opportunity to further improve our activities. Everyone who comes into contact with us should perceive us as open, reliable and helpful.

We consider a good work-life balance as a prerequisite for doing a good job, being happy and feeling good.

NRI AS A WORKPLACE

We offer an attractive workplace with interesting and stimulating tasks. We develop the activities by means of a dynamic interplay between managers and employees. A sales drive, management by results, communication and responsibility characterise, among other things, our culture.

We stimulate creativity, learning and development.

We consider a good work-life balance as a prerequisite for doing a good job, being happy and feeling good.

WE ARE ALL COLLEAGUES

You participate actively in the internal dialogue on assignments, objectives and results, both in groups and individually with your manager. You provide and receive feedback for your personal development and that of others. Everyone, irrespective of role and function, has a responsibility to contribute to development of the activities so that the objectives can be attained. A prerequisite is that everyone participates for well-functioning cooperation and good communication.

You take responsibility for your personal development and learning together with your manager. You constantly work towards improvements in everyday life, prevention of faults, simplification and clarifications. In this way you increase the quality of your work and contribute to development of the activities.

You are committed and accessible in your work.

*This means that you take responsibility for how you conduct, complete and handover your tasks.

You contribute to a good work atmosphere where equal treatment is a matter of course. You show respect and commitment in the meeting and cooperation with others, both internally and externally. You put yourself in others' shoes and are helpful. You take responsibility for a good work environment by complying with policies, procedures and guidelines and calling attention to areas which need to be rectified.

All employees should see the opportunities of changes which need to be made in order to meet the surrounding community and the new requirements which are imposed.

As an employee you are efficient with a focus on results. You use your competence and take responsibility for your individual results. By cooperating and exchanging knowledge and experiences with others, you contribute to fulfilment of the shared objectives.

As an employee you keep yourself informed about the activities, your workplace and what impacts your work. You are aware of the rights and obligations which your work entails, which rules govern the activities, how the organisation is structured and which work methods are used.

OPPORTUNITIES FOR YOU AS AN EMPLOYEE

You have the opportunity to influence your work situation and how the work is performed.

You contribute with your competence and your commitment during the opportunities you have to;

AS EMPLOYEES IN A SENIOR FUNCTION AT NRI YOU ARE EXPECTED TO:

- have clear communication, management and control.
- specify the direction and plan, prioritise and develop the activities and monitor the results.
- take responsibility for ensuring that both in the short and long-term the right competence exists based on the needs of the activities.
- handle requirements and expectations from management, principals and employees and adapt your leadership to different situations.
- coach, motivate, support and develop the employees in their work.

- be attentive and create the prerequisites for everyone's participation and support and inspire constant improvements.
- be straightforward and clear, stand for your views and ensure that your actions conform to your words.
- stimulate creativity and drive innovation and further development.
- by means of your leadership, be a role model through your commitment, your ability to empathise and your interest in people.
- be available for your employees, not least in difficult situations.
- promote balance at the workplace.

NRI'S CORPORATE CULTURE

RESPONSIBILITY

We take responsibility for our assignment, the entirety and sustainability

- o we take responsibility for what we accept, what we do and what we provide
- o we support each other during success and failure
- o we always go the extra mile
- o we have respect for each other
- o we all have understanding of the entirety and our part in it
- o we treat others as we want to be treated ourselves

SALES

We all contribute, directly or indirectly, to increased sales and we do our best to produce satisfied customers

- o know which objectives we have and challenge them
- o convey the company's brand in a positive way to customers, friends and networks
- o we ascertain what the customer wants
- o are passionate about sales
- o generate commitment and participation

EMPLOYEE HANDBOOK AND POLICIES

NRI's current Employee handbook states the majority of the rules, procedures, guidelines and policies which apply for the relationship between employers and employees and which everyone is expected to comply with and contribute to.

NRI has five overall policy areas documented:

Sustainability policy
Financial policy
Purchasing and quality policy
Employee policy
Intellectual property rights policy

COMMUNICATION

We are open and honest

- o we are open-minded and honest
- o we are clear internally and towards our customers and suppliers
- o we communicate and resolve the majority of minor everyday problems at the workplace

RESULTS

We take the initiative and act

- o we have a high tempo and meet our time schedules
- o we go the extra mile when needed
- o we plan and see it through
- o we meet the expected quality
- o we take new paths
- o we prioritise the right things
- o we have high ambitions and constantly improve



NRI GROUP®
NORDIC ROOM IMPROVEMENT