

## MANAGEMENT MANUAL RE'S CODE OF CONDUCT STE-025-18.0

Integrity is one of RE's fundamental value. How we treat customers, how we treat each other, how we do our job and how well we ensure transparency in RE's operations is based on integrity. Our code of conduct is based on integrity. When ethical questions arise in RE's operations, the code of conduct provides guidelines. In addition, the code of conduct aids us in letting **integrity, respect and equal rights** characterise all our communication, be it with customers, with each other, the Board of Directors, contractors or other stakeholders. The code of conduct is not exhaustive, and it does not free us from the responsibility of following our conscience when ethical questions arise.

### Integrity:

- Integrity is a key factor in our communication.

### Disclosure and confidentiality

- We always provide correct information on RE's operations, and we take the initiative in providing information when applicable.
- We always respect confidentiality, also after leaving RE.
- We never use confidential information in the interest of third party, these information are only intended for RE.

### Conflict of interest:

- We avoid conflict of interest, and we notify the company if there is a possibility of conflict of interest.
- We do not misuse our position for the benefit ourselves or others, regardless of when the undue advantage materialises.
- We notify the company if we become aware of corruption and/or any misconduct or illegal conduct.
- We neither accept nor offer gifts, favours, or any other reward, which might affect our independence or objectivity in our work.

### Respect:

- We endeavour to uphold RE's good reputation in society, and we do not participate in projects, tasks or communication that might in any form damage its reputation.
- We endeavour to show others respect and take the initiative for positive and constructive communication.
- We respect feelings, sanctity and privacy of others.

### Equal and human rights

- We promote equal rights in the workplace, we are objective and fair in our communication.
- We do not discriminate on the grounds of sex, race, origin, religious- or political beliefs.
- We display tolerance, accept different views, and allow different skills to prosper.

### Reference:

SKI-100: Guarantees in certified management systems.