

EFLA CONSULTING ENGINEERS



Code of Conduct





Introduction

EFLA's strength is based on highly qualified and experienced professionals with expertise in a wide variety of fields. The company mission is to enable and support the success of its customers and society as a whole through progressive and value-driven solutions.

It is emphasised that EFLA's employees are guided by the company values in all their work, decision making and communication with partners and customers. The fundamental attitudes and ideas behind EFLA's corporate culture are reflected in three company values:

COURAGE

All projects present challenges to provide extraordinary solutions – anything is possible.

COLLABORATION

We are a team and work closely with our customers towards outstanding results.

TRUST

We build on powerful knowledge, rely on each other and deliver as promised.

Conduct in the workplace

RESPECT

We regard our employees as our most valuable asset and strive to manage with respect, thus creating an environment where people are encouraged to offer suggestions, share ideas and make contributions. We foster a working environment where employees have the opportunity to reach their fullest potential. Having flexible working hours helps our employees to balance their private life and work.

EQUAL OPPORTUNITY

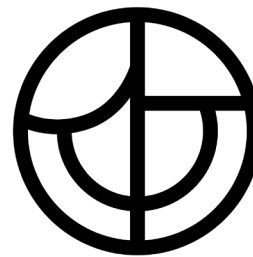
Employment is based on individual merit and qualifications related to professional competence. We do not tolerate any discrimination or harassment based on race, religion, nationality, pregnancy status, sex, gender identity, age, mental or physical disability or any other characteristics protected by law. Gender equality in terms of salary and compensation is ensured through a certification process obligatory by Icelandic legislation.

HEALTH & SAFETY

We work in accordance with high standards of health and safety in all our work activities, and we comply with the safety regulations of the respective country at all times. All our employees receive appropriate health and safety training, as well as guidelines on preventive measures to reduce workplace hazards. Emergency response plans have been defined in case of an accident or emergency.

HARASSMENT

Harassment and bullying in any form – verbal, physical, or visual – is strictly prohibited. Employees who believe they have been bullied or harassed by anyone at EFLA or EFLA's associates are encouraged to report the incident to a supervisor, Human Resources or both. The same applies to anyone who has witnessed or has knowledge of any such incident. Human Resources has the competence to deal with such matters and access to external professionals if needed. Each incident will be investigated and appropriate actions taken.



EQUAL PAY
CERTIFICATE
2019 - 2022

We foster a working environment where employees have the opportunity to reach their fullest potential.

Conduct in the marketplace

COMPETENCE AND GOOD DECISION MAKING

EFLA's consulting engineers maintain knowledge and skills consistent with developments in technology, legislation, management and the marketplace. Decisions are made with careful consideration to health, safety and environment as well as honesty and fairness.

EQUALITY AND RESPECT

Equality and human rights are at the core of our business values and activities. We treat our co-workers, business associates and communities where we work with respect and professionalism. We are tolerant and welcome diverse opinions. We support transparent working methods and open communication and foster a dynamic team spirit.

We do not employ children under the age of 18 to undertake work that could harm their health or safety. We always uphold the legal requirements for youth employment in the respective countries. Forced and compulsory labour is prohibited.

INTEGRITY AND ANTI-CORRUPTION

We conduct business in accordance with the highest ethical standards and advocate diligence and good judgement. We promote business practices that inspire trust and confidence in our work at EFLA. Our employees do not accept compensation of any kind that might influence their impartial judgement.

SOCIAL RESPONSIBILITY

Environmental, social, economic and ethical factors are fundamental in the definition of social responsibility. In that context, we have a vital mission in our consultation and internal activities. We have joined the UN Global Compact on sustainability and are committed to follow the "Ten Principles" of sustainability. We have acknowledged the UN sustainable development goals and have specifically embraced those goals that strongly align with our role and core business and correspond with our strategy. Those goals are: affordable and clean energy; industry innovation and infrastructure; sustainable cities and communities; climate action.

UN Sustainability Development goals

- Affordable and clean energy
- Industry Innovation and Infrastructure
- Sustainable Cities and Communities
- Climate action



In addition, we also look specifically at the goals that support: gender equality; decent work and economic growth; responsible consumption and production.

As part of this commitment, EFLA submits annual updates on progress and efforts. This information is included in our sustainability report, which is available on our website.

ENVIRONMENT

We recognise that the work of the consulting engineering industry is critical to the achievement of sustainable development, and we strive for leadership in this field. In our consulting work, we provide recommendations to our customers that support environmental sustainability. Numerous awards and nominations validate our dedication and capabilities. We have also committed to ambitious goals for our performance, and we maintain a zero-carbon footprint in our operations.

CONFLICT OF INTEREST

Conflict of interest is a situation where personal interests or the interests of external parties could affect the judgement of persons working in specific projects. We are aware that this situation may arise and always ensure that EFLA's role is known to all relevant parties and our customers. We will not allow a conflict of interest to compromise our credibility..

CONFIDENTIAL INFORMATION

We handle all information and documentation with great care. We are committed to protecting the confidentiality of documents and data that we handle in our work, as required by our customers and business partners. We ensure that all communication and documentation is stored according to our records management guidelines and international standards. Employees also exercise due care when discussing confidential matters with colleagues and clients.

COMPLIANCE

Our commitment to integrity begins with complying with laws, rules and regulations where we do business. Our employees must be familiar with relevant laws, and we expect all our business partners also to operate under legal requirements and standards set out for responsible and sound business practices. EFLA and its employees must fully comply with competition laws that apply in every country where we do business.

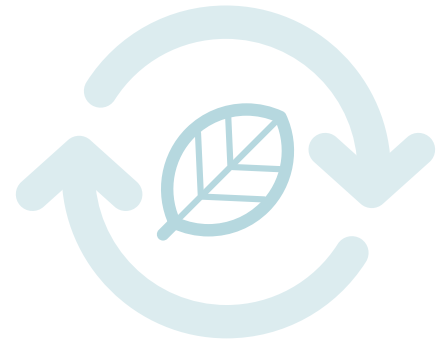


THE GLOBAL GOALS

We have committed to ambitious goals for our performance, and we maintain a zero-carbon footprint in our operations.

VIOLATION AND REPORTING MISCONDUCT

Anyone who works for EFLA is entitled to raise their concerns about potential violations of law or conduct without retaliation. As a part of our management system, procedures are in place for the reporting and handling of possible misconduct. Reporting can be done in writing, personally or by phone. HR has the necessary resources to handle such matters professionally and to uphold full confidentiality



We rely on our open and honest communication culture as well as each other's sound judgment to maintain a high standard of integrity.

Conclusion

EFLA aspires to be responsible and ethical in all of its activities. This is reflected in our policies, business conduct and reputation. It is impossible to specify every possible ethical scenario we might face. Therefore, we rely on our open and honest communication culture as well as each other's sound judgment to maintain a high standard of integrity. EFLA's code of conduct is reviewed annually and communicated to all employees and relevant business partners.