



Statement of the company's chief executive

2018.12.12

I am pleased to confirm that Bertel O. Steen AS reaffirms its support of the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labour, Environment and Anti-Corruption.

In this annual Communication on Progress, we describe our actions to continually improve the integration of the Global Compact and its principles into our business strategy, culture and daily operations. We commit us to share this information with our stakeholders using our primary channels of communication.

Sincerely yours,

Bjørn Maarud

CEO

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Human Rights

Norway has strict regulations on labour rights and human rights. We run our business responsibly according to all regulations and with strict ethical principles.

- Implementation
 - Implemented 10 company policies covering all areas of our activities, including HR.
 - Clear statement in our annual report for our commitment to respect equality, human rights and no discrimination based on gender, orientation etc..
 - Established whistleblower channel where employees and other stakeholders can report unwanted incidents of all kinds, also anonymous and/or externally. This channel can also be used by external stakeholders (customers, suppliers and others).
 - Introduced company ethical standards/Code of conduct.
 - Implemented electronic education available and compulsory for all employees. This includes dilemma training linked to our Code of Conduct.
 - Information about our commitment to UN Global Compact and the different principles in the company web site.
 - Through the whistleblower channels we get reports of violations.
 - Non-adherence to our regulations are reported to our Compliance Officer.

Labour

- Assessment, policy and goals
 - Written policies underscoring our adhesion to secure labour rights.
 - Our suppliers are demanded and expected to run their business in line with our principles and in line with all external and internal regulations and requirements, as well as our Code of Conduct.
 - All suppliers must sign a "Letter of conformity", allowing us to investigate if they are in line with our demand.
- Implementation
 - Twice a year we run an electronic survey towards all employees. In these surveys the employees are requested to answer and describe their assessment of their work surrounding.
 - We commit ourselves to respect the labour interests and rights in our Code of Conduct, in our intranet, in our policies and in external communication.
- Measurement of outcomes
 - Measured through the internal surveys twice a year.
 - Our degree of sick leave is far lower than the national level, only 4,2% in 2018.
 - Our "Compliance Officer" breaks of labour rights can be reported and handled.

Environment

- Assessment, policy and goals
 - The main business for our company is import, sales and maintenance/service of automobiles. The main challenges for us are the workshops and their employees, where the use of chemicals and the handling of waste is quite critical.
 - The company has an environmental commitment to run our business responsibly, and implement measures to reduce our negative impact for the environment.
- Implementation
 - All our dealers and workshops (approx 40 all around the country) are officially certified either according to the standards of the European acknowledged standard of Miljøfyrtårn ("Environmental Lighthouse"). The latter is the most respected and most known in the Norwegian marketplace.
 - The vehicles we import and distribute are to a large extent environmental friendly, either all electric or plug-in hybrids.
 - Our policies describe that we shall act environmental friendly in our daily



business and in our procurement.

- Our suppliers are requested to adhere to our policy.

- Measurement of outcomes

- Monitor regularly the degree of waste reduction and recycling.
- Reduce the use of chemicals, and use to the largest extent possible harmless chemicals.
- Thorough education for employees.
- If incidents occur this will be corrected as efficient as possible. Through the last years no incidents have been reported.

Anti-Corruption

- Assessment, policy and goals

- Risk of corruption is quite limited in Norway.
- We have written policy for zero tolerance for corruption, both for our own staff and for all stakeholders and in the supply chain.

- Implementation

- Appointed a Compliance Officer to survey and to act if there are risks or signs of corruption.
- Implemented training programs with corruption dilemma training.
- All suppliers are obliged to sign their adherence to our code of conduct and our terms of purchase. Both these documents have strict demands and state our non-corruption strategy in all forms.

- Measurement of outcomes

- If corruption is suspected we conduct thorough internal and external investigations, if needed also through external expertise.
- No incidents have been revealed during the last years.
- Periodic report to the board and top management on the subject.

