

Policy for Corporate Social Responsibility in Multiconsult

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1 Purpose and scope

This document aims to explain what Multiconsult means by Corporate Social Responsibility (CSR), and to establish guidelines for how we should conduct ourselves in our dealings with customers, society, shareholders, colleagues and business partners.

The document forms part of Multiconsult’s Corporate Management System. The target group for the document is Board members, managers and employees at Multiconsult, as well as contractors or third parties who represent Multiconsult in its dealings with customers, the authorities or other third parties.

In case of disagreement on the interpretation of this document or on issues resulting from this document, the Norwegian wording of the document is decisive. The Policy owner shall be consulted to decide on the interpretation.

2 Responsibility

Everyone at Multiconsult has a responsibility to act in accordance with the CSR Policy.

The CEO has overall responsibility for Multiconsult having governance documents and training in place, which ensure responsible conduct and thus support sustainable development in accordance with our vision and our goals.

The CSR and Environment Manager, HSE Manager and Group Compliance Officer should assist in ensuring compliance with the policy. The Ethics Committee supports and advises the management, company and Group Compliance Officer in relation to ethical questions.

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3 Introduction

3.1 Multiconsult's main objective

Multiconsult's main objective is to add value for its stakeholders: customers, society (including the authorities and end users), owners and employees.

Multiconsult shall add value in a way that takes into account and respects its stakeholders, by acting in a transparent and ethical manner that supports sustainable development.

Multiconsult's core values are commitment, teamwork and responsibility, and this is reflected in the conduct of our managers and employees.

3.2 Multiconsult's vision

Multiconsult's vision: Bridging the past and the future

Our vision is one of our most important corporate governance parameters. It reflects the notion that Multiconsult should achieve commercial success by maintaining a healthy equilibrium.

- We shall always maintain high levels of expertise, but also continuously learn and develop.
- We respect our clients' terms and specifications, but always strive to promote sustainable and environmentally focused development.
- We believe strongly in technical excellence, but we also realise that the ability to be profitable is vital to the development of our customers, the company and members of staff.
- We set our employees high standards, and measure their performance, but also understand the importance of job satisfaction and a good working environment.

3.3 Corporate social responsibility at Multiconsult

Multiconsult's CSR activities are based on two pillars:

- a commitment to responsible business practice
- enabling sustainable development for our customers, by focusing on environmental, social and economic factors

3.4 Framework

Multiconsult's CSR activities take place within the framework of current laws and regulations, other government requirements and international conventions, as well as Multiconsult's values, vision and goals.

4 Description

Multiconsult's CSR policy has been developed in accordance with the UN Global Compact and ISO 26000:2010 Guidance on social responsibility. The ISO standard provides guidance for users, and is not intended for certification purposes. Based on ISO 26000:2010, Multiconsult prioritises the following areas: organisational governance, human rights, labour practices, the environment, ethics and anti-corruption, expectations of society and customers, and community involvement and development.

4.1 Organisational governance

CSR principles are integrated into management procedures, by defining goals, establishing action plans, implementing measures, measuring/recording progress and rectifying non-conformities. The

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principles are detailed and implemented through relevant documents, which are readily available in our Management System.

All of our compulsory training modules raise awareness of what we mean by CSR, and explain what kind of conduct we expect at Multiconsult.

4.2 Human rights

At Multiconsult we recognise that our work can influence respect for human rights, and we therefore consider it important for everyone representing us to show a high degree of ethical awareness in relation to all of the areas where we operate and in the implementation of our projects. We adhere to current human rights legislation and associated UN conventions, and value diversity amongst our employees, customers, suppliers and partners. No discrimination is tolerated, whether due to skin colour, gender, religion, sexual orientation, physical or mental ability or age.

4.3 Labour practices

Multiconsult acts professionally as an employer and client, and complies with Norwegian legislation and regulations on the working environment, working time and employment protection, as well as with ILO conventions ratified by the Norwegian government.

Health, safety and the environment

Multiconsult's HSE goals are:

- HSE shall be a key parameter in the implementation of our projects, and shall be taken into account during the planning and design phases by emphasising sustainable solutions.
- Our HSE activities shall help raise awareness and motivate staff. The company's attitudes are reflected by a strong management commitment to HSE and inspections of working practices and working conditions.
- Employees shall not injure themselves at work, or become ill due to their work. Considerations relating to health, safety and the working environment shall take priority over financial considerations.

4.4 Sustainability

At Multiconsult, sustainable solutions take the whole lifecycle of the product or project into consideration, from use of resources and emissions during construction to end-of-life disposal. Solutions with high risk or a negative impact on the wider society shall be avoided where possible.

4.5 The environment

At Multiconsult we systematically promote sustainable development by reducing the environmental impact of our products and of our own activities. Our motto "Green in every way" means that we always take into account environmental considerations and strive for sustainable solutions in all projects. We aim to continuously further our employees' expertise, and to facilitate the implementation of guidelines and methods that make our projects and organisation more environmentally friendly.

Our customers should feel confident that we will give them the best possible advice on green solutions for their projects.

4.6 Ethics and anti-corruption

Multiconsult's code of conduct, which is based on our values, sets out the principles that underpin our business and the standards of conduct that we expect from staff and other Multiconsult

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representatives. The code, which has been approved by the Board of Directors, shall at all times inform our conduct, to ensure the sustainability and high ethical standards of our business. We have built up a reputation of honesty and reliability, which we wish to perpetuate.

Multiconsult's anti-corruption programme helps to raise awareness and understanding about the corruption risks in our markets, so that we can avoid being party to corruption.

Transparency is key to this. If a Multiconsult representative witnesses corruption or attempted corruption, difficult dilemmas or situations that could lead to suspicion of corruption, he or she should immediately report this.

4.7 Expectations of society and customers

Society, customers and users all trust and expect Multiconsult to deliver:

- the best available technology and solutions, promoting a forward-looking, innovative approach
- good advice on all aspects of projects, such as design, function, economics and HSE
- solutions and advice that satisfy the letter and spirit of laws and regulations, as well as any other goals and requirements that have been specified

Self-declaration and supplier's declaration

A "Self-declaration for social responsibility at Multiconsult" has been developed, which briefly sets out which areas we consider to be part of our social responsibility. The self-declaration should accompany our tenders, so that our customers can feel confident that we are a responsible company.

A "Supplier's declaration" has also been developed, which is attached to Multiconsult's collaboration agreements, and must be signed by partners, contractors/temporary staff and sub-contractors/suppliers.

Confidentiality

Multiconsult's representatives exercise professional confidentiality when handling information. Sensitive information about our customers and third parties is handled confidentially. Employees and temporary staff must also exercise due care when discussing Multiconsult's internal affairs with colleagues, customers or others.

Competition law

Multiconsult's competitiveness is based on offering high quality and expertise at a reasonable price. Multiconsult does not enter into contracts or other agreements that may be in conflict with national or international laws, regulations and stipulations relating to competition.

If a situation occurs that puts Multiconsult at risk of breaching competition law, this must be reported.

4.8 Community involvement and development

Multiconsult aims to be a "good neighbour", and to contribute resources and expertise to the development and improvement of the community, either locally or in other areas where our activities have an impact.

Multiconsult can sign agreements to provide support to not-for-profit organisations with the agreement of the Group Management. This can include support for operations and conferences, as well as technical support.

Multiconsult does not donate to political parties, individual politicians or organisations that are directly linked to political parties. It is desirable for Multiconsult to participate in public debates when this is in the company's interest.

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It is important to be actively involved in research and development, in order to remain up-to-date with state of the art solutions. This enables us to remain frontrunners in our core activities, and to give our customers the best possible consultancy advice.

4.9 Whistleblower procedures and consequences of misconduct

Misconduct must be reported as soon as it is discovered. Failure to report can lead to Multiconsult running undue operational and financial risks, as well as reputational risk.

5 References

- List of laws and regulations
- Multiconsult's strategy for the period 2013-2017
- Multiconsult's Code of Conduct
- Mandate for the Ethics Committee
- Job descriptions for the Group Compliance Officer, CSR and Environment Manager, HSE Manager
- People policy
- Anti-corruption policy
- HSE and environmental policy at Multiconsult
- Whistleblower procedures

6 Templates/forms

- Multiconsult's Corporate Social Responsibility (CSR) policy
- Supplier declaration

7 Amendments from the previous revision

This is the first revision of this document.

Policy for Corporate Social Responsibility in Multiconsult

Oslo, 31 March 2016
The Board of Directors
Multiconsult ASA



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