

# The SSI Diagnostica Code of Conduct

## Do as we do at SSI Diagnostica: Always do the right thing

SSI Diagnostica Group is a leader in innovative microbiology headquartered in Hillerød, Denmark, with facilities in California, Virginia, Florida and Colorado US, in Germany and in China. We develop, produce, and sell the best in vitro diagnostics products available in the market. Every day, we and our dedicated employees, strive to improve clinical diagnostics.

To remain a successful business, SSI Diagnostica Group has as a core policy to always comply with all applicable laws and regulations of the countries and regions we operate within, and to conduct our business in an honest, professional, ethical, and responsible manner. Our Code of Conduct is a cornerstone of how we work towards our vision and mission and always work in line with our **Values** every day. It is more than just a document; it reflects who we are and how we work together to achieve our vision and mission in line with our values.

Our **vision** is clear: *To be the global leader in making diagnostic expertise available to everyone, at any time, everywhere*, and our **mission** drives us to empower healthcare professionals to prevent, monitor, and diagnose infectious diseases – enabling better treatment outcomes. Our values – **Collaboration, Competency, and Care** – guide every decision we make and informs the way we do things in the SSI Diagnostica Group.

By following the Code of Conduct, we ensure that we are recognized not only for innovation and quality but also for our constant care for honesty, respect, and responsibility in everything we do.

### Our Code of Conduct - the way we do things in the SSI Diagnostica Group

As a global leader in clinical disease diagnostics, SSI Diagnostica strives to make things simpler for the better of microbiological diagnostics. In our day-to-day operations we strive to provide best-in-class diagnosis, outbreak investigation, and quality control in our three key areas: Gastric, respiratory, and bloodborne diseases.

Our employees work with stakeholders every day to support their work in microbiological diagnostics, and no matter whom we work with – be it our laboratory users, our colleagues, healthcare professionals, or other business partners – respect and integrity are always at the core of our actions.

### Always act responsibly

I expect that you – our employees – comply with our Code of Conduct as well as with current laws and regulations, and that you do the right thing when making decisions.

SSI Diagnostica will ensure that our employees receive regular compliance training, and I expect all managers in the SSI Diagnostica Group to have an ongoing, open dialogue with their employees on ethics and compliance and how high ethics and compliance standards are secured locally.

## Speak up!

If you have a concern about breaches of the Code of Conduct, I encourage you to speak up. Speak to your manager, speak to HR, or use the whistleblower hotline on our website. Maintaining our good standing and living by high ethical standards is a joint responsibility that we all share.

We have a long and proud history of strong accomplishments and want to make sure that we continue to be respected not only for our business leadership but also for our high integrity. By doing this, we can secure that we act in accordance with our ethics and continue to be a sustainable group of companies long-term.



Christina Lindved, CEO

## Who must follow our Code of Conduct?

In the SSI Diagnostica Group, all employees must adhere to the laws and regulations of the countries where they do business and must follow our Code of Conduct. It is your responsibility to know the Code and to know the laws that govern your activities for your local site.

Laws and regulations differ from country to country, and from state to state. In case of conflicts between the principles in the Code of Conduct and local laws and regulations, you must adhere to the stricter regulations.

If you have a management role, you have additional responsibilities to serve as a positive role model. It is your obligation to help your employees understand and use the Code of Conduct and to guide them in ethical questions.

Individuals and companies conducting business on our behalf must also follow our Code of Conduct, in addition to other relevant policies that apply to your local site. When dealing with outside business partners, you must see to it that the relevant rules of our Code of Conduct are included in their contracts with us.

## What if you breach the Code of Conduct?

Unethical or illegal behavior may cause severe harm to SSI Diagnostica. If you violate the Code of Conduct you may personally risk civil damages, criminal prosecution, and/or disciplinary actions up to and including termination of employment.

Similarly, any business partner working for us or on our behalf, who fails to comply with the principles in our Code of Conduct risks termination of contract and claims for damages.

## How do you raise a concern?

If you have concerns about a possible breach of the Code of Conduct, talk to your manager, to HR or the CFO. We encourage an open dialogue about ethics and compliance, but if this is not possible, concerns may be reported using our whistleblower hotline on the external website.

Concerns about employment or health and safety matters should be addressed to corporate or local Human Resources.

Concerns about product safety or product conformity must always be addressed to Quality Assurance (QA) at your local site.

Remember: You must speak up! It is always better to report a concern or ask for advice than to put your own and the SSI Diagnostica Group's reputation at risk. Bear in mind that the failure to speak up can be a breach of this Code of Conduct on its own. We will not accept retaliation against anyone, who raises a concern in good faith.

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# PRODUCTS AND PRODUCT INNOVATION

## Product Safety and Product Quality

Our product brands are associated with innovative, high-quality products and high-quality standards. At SSI Diagnostica, we all share the responsibility to maintain our strong quality and safety record.

We always prioritize product safety and quality from the early stages of designing a new product, through production, and until the end of its life cycle.

We maintain certified quality management systems based on ISO 13485 in our companies, and we stay in compliance with regulatory requirements everywhere we operate.

We analyze, evaluate, and control the product risks related to our products, and maintain a post-market surveillance process. All product safety and quality concerns are registered to ensure timely reporting to authorities and give important input for improvement of the product quality.

<b>You must always</b>	<b>You can never</b>
Report any product complaints or safety concerns to local QA&RA immediately	Neglect concerns or complaints about product quality or safety
Participate in relevant training and observe the quality procedures that apply to your job	Disregard quality procedures to meet targets or save cost
Adhere to the quality management system in your local site	Ask healthcare professionals or other people to use or test a product that is not yet released, unless part of a formal clinical trial or preliminary external testing.
	Promote, market, or sell a product in a market where it is not released for sales

# Bioethics

## Innovation, Clinical Research and Development

SSI Diagnostica always wants to understand our customers' needs, and respond to them through innovative solutions. This means that we must conduct clinical studies in order to ensure the efficacy and safety of our products. We always conduct studies in accordance with regulatory requirements and internationally recognized standards and adhere to Declaration of Helsinki, applicable personal data protection safeguards, and the laws and regulations where we operate. We process human biological samples ethically and in accordance with the law. We safeguard the integrity of our research, and collect and promptly report required data to relevant regulatory authorities, and we retain clinical data in accordance with applicable law. We are committed to ethical research and development, and to protect patients' rights.

You must always	You can never
Follow SSI Diagnostica's procedures and instructions for clinical research and development	Work with clinical studies without receiving proper training
Ensure that clinical studies follow SSI Diagnostica procedures	Work with clinical contract research organizations unless they are audited and live up to SSI Diagnostica's standards
Ensure that clinical studies have an approved protocol and that results are properly documented	Avoid recording or reporting study data as required, irrespective of trial outcome
Ensure that study subjects' rights, safety and integrity are protected	

## Working with animals

In order to provide our customers with first class, safe, and effective in vitro products, SSI Diagnostica must work with animals for both research and production purposes. We provide appropriate care for our animals, and we continuously work to improve our animal welfare policies and procedures as well as our animal facilities. We ensure that our staff working with animals are well trained, and that laboratory and veterinary staff are on call at all times. We always adhere to the animal welfare laws and regulations in the countries where we operate, including the EU and Denmark.

You must always	You can never
Ensure that use of animals for research or production purposes follows our procedures and protocols	Work with animals for research or production purposes without receiving proper training
Ensure that the use of animals for research purposes only happens in accordance with an approved research protocol and that results are properly documented	Use animals for research if the use of animals can be minimized or replaced
Report concerns about animal welfare in SSI Diagnostica to our Animal Ethics Committee	Work with contract animal research or production organizations unless they are audited and live up to SSI Diagnostica's standards

## Communicating about our Products

When we communicate about our products through promotion, in our labelling, and in instruction, support, and training activities, we play an important role by informing our customers, healthcare professionals, and other stakeholders about the safe and effective use of our products.

At SSI Diagnostica, we are committed to good practices for product promotion, and we always comply with laws and regulations that apply to our communications wherever we operate.

Our managers must see to it that every employee involved in promoting our products, or informing costumers and product users on products and product use, is trained in all local laws and regulations as well as in our own standards.

All our product promotion must be based on valid scientific evidence and provide accurate, objective, and complete information about the product. You must only use promotional materials that are current and have been approved according to our procedures.

All our communications are based on honesty. Whenever we compare products, we base it on fair evidence and we never demean our competitors or denigrate their products.

<b>You must always</b>	<b>You can never</b>
Know the laws and regulations that apply to your job and adhere to them	Lie about, exaggerate, or embellish product information
If you're not properly trained: Speak up!	Use information prepared for healthcare professionals, information for internal use only, or outdated materials to the general public
Provide fair, current, accurate, and compliant information about our products	Promote a product to the general public (incl. patients) in countries where such promotion is illegal
When communicating to users: Use only marketing materials that are reviewed and approved for use	Promote products that have not been filed, approved, or marked for use in the market
Only make product claims that are fully substantiated	Promote our products for any other use than what it has been filed, approved, or marked for
	Make absolute claims about product safety or product efficacy
	Denigrate or belittle competitor products

# PEOPLE

## Diversity, Health and Safety

At SSI Diagnostica, we want our employees to be focused, open-minded, and engaged. We want our culture to be based on high performance and strong ethics, and we are committed to providing our employees with a safe and healthy workplace. We strive for a diverse workplace that is attractive to both current and future employees, where job satisfaction and achievement of SSI Diagnostica’s targets go hand-in-hand.

### Non-discrimination and non-harassment

We strive to provide equal opportunities for employment, and we base our employment decisions on merit, considering qualifications, skills and achievements. We do not tolerate any form of discrimination or harassment. We treat each other with respect, and look at discrimination and harassment as unwelcome, offensive, and unacceptable conduct.

<b>You must always</b>	<b>You can never</b>
Show respect for the integrity and dignity of others	Discriminate against anyone in the workplace on the grounds of race, age, gender, nationality, social or ethnic origin, religion, disability, sexual orientation, marital status, medical condition, genetic information, or any other category mentioned in any applicable regulations
Show respect for other people’s ideas and opinions	Harass or encourage the harassment of anyone
Show respect for the diversity and culture of other people	Accept, condone, or turn a blind eye to harassment of others
Base employment decisions on merit, qualifications, and abilities	
Inform your manager or local HR if you or one of our colleagues are subject to discrimination or harassment and follow any local anti-harassment policy in place	

### Occupational Health and Safety

SSI Diagnostica strives for a safe and healthy working environment for our employees and others working within, or visiting, our facilities and premises. We comply with local health and safety regulations, and ensure that our employees have all the tools, safety equipment and education needed in their jobs. Drug and alcohol use is forbidden in the workplace and during working hours and may only be permitted by local management at special occasions. If alcohol is consumed while entertaining and representing the company it should only be offered and consumed moderately and responsibly.

<b>You must always</b>	<b>You can never</b>
Understand and follow the company’s health and safety rules and procedures in order to manage the potential risks and dangers of your job	Disregard any procedure or instruction on health, safety, and the use of safety equipment
Report accidents, injuries, and unsafe working conditions	Fail to report incidents – even if your own health is not at direct risk
Help improve our work environment by addressing unsafe situations and behaviors	Hesitate to ask questions if you are in doubt about any instructions on health and safety

## Human and Labor Rights

SSI Diagnostica supports the protection of internationally recognized human and labor rights. We promote the right to health and strive to raise global standards within microbiological diagnostics by engaging with our customers, with healthcare professionals and with other stakeholders and through innovative products and services.

The right to safe and healthy working conditions, the right to non-discrimination, and the right to privacy are important in our direct operations, and we maintain processes to protect these rights.

We establish processes to identify, prevent and mitigate potential and actual human rights harms that could result from our operations. We also strive to ensure no child labor, slavery or human trafficking occur among our operational business partners.

We have clear expectations to our employees when it comes to protecting human rights:

We expect that our officers and relevant employees as well as our business partners work to avoid that our activities have any negative impact on human rights
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We expect that our managers always follow due diligence processes for the business partners that we work with to identify, prevent, and mitigate negative human rights impact from their activities
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We expect our key suppliers to adhere to our Supplier Code of Conduct
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We expect our employees and business partners to report any breach of these expectations or any doubts that our expectations will be met
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# INTEGRITY AND TRANSPARENCY

## Anti-corruption

Our relationships are based on honesty, trust, and the aim for the common good. Corruption damages our relationships, so SSI Diagnostica works against corruption – in all its forms.

### Bribery and Extortion

Bribery – the offering, giving, soliciting, or receiving of anything of value in order to inappropriately influence the actions of a person, who holds a public or legal duty – is illegal worldwide, and may lead to severe criminal sanctions such as fines for the company but also fines and imprisonment for anybody involved. Bribery may occur at the giving or the receiving end of a corrupt relationship. Bribery does not need to involve money, it can be money, services, or anything else of value offered or accepted to gain an undue advantage.

Our officers and employees and anybody working on our behalf will not give, offer, obtain, or accept an advantage (money, service, etc.) through means that are illegitimate, immoral and/or inconsistent with their duty or the rights of others. Facilitation payments are also banned at SSI Diagnostica; we do not accept facilitation or “grease” payments (small payments, in cash or in kind, to low-level government officials to perform a routine duty).

We also work against extortion. This means that we will never use illegal force or threats to reach our targets.

<b>You must always</b>	<b>You can never</b>
If you are asked to give a bribe, always refuse	Give or receive anything of value if it could give the impression of having an inappropriate influence or if it could imply that there is an obligation to return the favor
If you are asked to accept a bribe always refuse	Stay quiet about attempts at bribery or extortion – you must always speak up and report this to the CFO
Refer to our Code of Conduct and explain that bribery is illegal and violates our policies.	Give small payments, in cash or in kind, to low-level government officials to perform a routine duty
Immediately report any bribery offers or demands to the CFO	Obtain money, services or goods or anything else of value through the illegal use of force or threats

## Gifts, Entertainment, Hospitality

SSI Diagnostica wants successful working relationships and goodwill with our business partners. However, we are very careful that gifts, hospitality, and other advantages do not jeopardize the integrity of our business dealings.

### Gifts, hospitality, and other advantages to outside parties

We never use gifts and hospitality or other advantages to outside parties (government officials, customers, healthcare professionals, suppliers, partners, users, etc.) to improperly influence others or gain an undue advantage. Stricter rules apply for gifts, hospitality, and other things of value to government officials, and we acknowledge that breaching those rules amounts to corruption. Stricter rules also apply to healthcare professionals.

We make sure that gifts, hospitality, and other advantages are appropriate, legal, fully documented, and that they are compliant not only with our own policies, but also with the policies of the recipient’s organization. Where required, we report healthcare professional spend according to regulations.

<b>You must always</b>	<b>You can never</b>
Only offer reasonable – not lavish – gifts, hospitality, and other advantages, and only if legal and appropriate	Offer gifts, hospitality, or other advantages beyond acceptable courtesy
If gifts, hospitality, or entertainment is offered or given, ensure it happens openly, and that it is booked accurately	Offer gifts, hospitality, and other advantages that are against the recipient’s policies and local law
If you have doubts whether gifts, hospitality or other advantages comply with our policies go to your manager or to the CFO	Offer gifts, hospitality, or other advantages to gain an undue advantage

### Receiving gifts, hospitality, and other advantages from outside parties

We accept that our employees receive appropriate hospitality and token gifts from business partners as this is an ordinary way of building business relations in many markets. However, we make sure that gifts, hospitality, and entertainment can never be perceived as inappropriately influencing our business decisions. We do not accept gifts that exceed token value. Hospitality and entertainment are only acceptable when incidental to a business activity, and we do not tolerate lavish hospitality and entertainment.

<b>You must always</b>	<b>You can never</b>
Accept gifts only after checking that they comply with both local laws, local business practices, and SSID policies	Accept gifts of money, cash, or cash equivalents
If you have doubts whether gifts, hospitality or other advantages are in compliance with the law or with our policies, go to your manager or the CFO	Accept gifts, hospitality, or other advantages beyond common courtesy and above token value
	Encourage or solicit personal advantages from any business relation of SSI Diagnostica

	Accept gifts, hospitality, or other advantages, if it may compromise your or SSI Diagnostica's integrity
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## Conflicts of Interest

Conflicts of interest can be a threat to the integrity of our employees and are detrimental to our decision process. That is why we need to ensure full transparency about any Conflict of Interest that might occur.

Anyone of us may face a conflict of interest from time to time, if our private or personal interests compete or conflict (or even appear to compete or conflict) with the company's interests. Private and personal interests include, but are not limited to, your family, your relatives and other relations, your friends, the clubs and societies to which you belong, your private business interests, your investments and shareholdings, or any person that you owe a favor or are obligated to in any way.

### Family members and other close relationships

Relationships with family members and close personal friends can influence our decisions. At SSI Diagnostica, we are careful about company business decisions that involve close personal relationships. We do not accept that our managers hire, supervise, or promote family members, close relatives, or close personal relations.<sup>1</sup>

If a conflict of interest arises within a Group Company, unit, or department, the manager must assess the situation, and consult with her or his own manager on how to resolve the situation.

### Other personal interests outside SSI Diagnostica

Conflicts of interest may also occur if you have other personal interests that could be seen as conflicting with our business interests e.g., if you have investments or shareholdings in competitors, suppliers, or distributors, or you have family, friends, or relatives that work for competitors, suppliers, or other business partners.

To make sure that Conflicts of interest do not compromise your integrity or cast doubt on your business decisions, you must always declare any real or perceived conflict of interest to your manager and remove yourself from the decision process.

<b>You must always</b>	<b>You can never</b>
Be conscious about family and other relations, and any personal interests that might conflict with the interests of SSI Diagnostica	Supervise or take part in the hiring or promoting of a family member
Inform your manager in writing about any possible conflicts of interest	Hold a position with access to or influence over performance appraisals, salary information or other confidential information related to a family member or relative
Try to avoid putting yourself in an actual or perceived conflict of interest	Try to handle a Conflict of Interest by thinking that you're able to base your decisions on professional judgment only: Remember, it will still look wrong
If a conflict of interest occurs, immediately declare the conflict of interest in writing to your manager, and step away from the decision-making process and follow your manager's instructions	Stay quiet about possible Conflicts of Interest

## Competition Law Compliance

Fair competition makes great companies like SSI Diagnostica successful. We encourage and support fair competition, and we do not accept illegal behavior. Breaches may lead to severe criminal sanctions for the company as well as for anybody involved.

### Fair competition

Competition Law prohibits companies from engaging in abusive behavior such as e.g., dumping prices, illegal obstructions, or unfair discrimination. We build our market position on fairness, and rely on offering high quality products at fair prices, with high standards of service, and a deep understanding what our customers need. We only compete on fair terms and will never engage in abusive market behavior.

### Cartels

Competition Law bans illegal cartels, collusion, and other anti-competitive practices, whether they are horizontal (among competitors) or vertical (through different links of the supply chain). The ban prohibits e.g., price fixing, bid rigging, market sharing, group boycott, and discrimination.

SSI Diagnostica will never be a part of any agreement or “meeting of the minds”, whether just a handshake, a silent coordination of practices, a “gentlemen’s agreement” or a formal contract that has as its objective or effect to restrict or distort fair competition.

<b>You must always</b>	<b>You can never</b>
Be aware of red flags: Could your actions limit free and open competition? Are your actions fair?	Discuss markets, prices, strategies, etc., with competitors
Report potential issues that may obstruct, limit, or distort competition	Engage in any activity that will obstruct, limit, or distort competition
Ask for legal counsel to get advice whenever a red flag appears	

## Sanctions and Other Trade Restrictions

SSI Diagnostica works globally, and engages in international trade every day. We follow the laws and regulations that restrict or prohibit what we can import and export to and from certain countries, and what organizations and people we are allowed to work with. Such sanctions or trade restrictions also applies to trade inside our group of companies, and to transactions with our suppliers, manufacturers, distributors and other business partners. Trade sanctions and restrictions may also target individuals.

SSID has in place processes to ensure that we comply with relevant EU, US, and Danish sanctions, trade, and export laws and restrictions, and avoid engaging, contracting, or working with entities or people that are subject to such sanctions.

<b>You must always</b>	<b>You can never</b>
Conduct proper due diligence of any new customer, supplier or other business partner before starting engaging them	Do business in a country or state subject to sanctions or restrictions
Conduct an assessment before starting exports to or trade in a new country or state	Engage a third party – e.g., a distributor – to engage in trade with countries, entities, or people that are subject to sanctions or restrictions
	Engage with, contract with, or hire a person or entity that is subject to sanctions

## Financial Integrity

Fraud, money laundering, and tax evasion are unacceptable and illegal – it’s that simple. We don’t accept fraud, money laundering, or tax evasion and have processes in place to prevent them.

### Preventing fraud

Fraud is a deception deliberately practiced to secure an unfair or unlawful gain. At SSI Diagnostica we don’t accept fraud, whether committed against us or against our customers, suppliers, partners or other stakeholders. Except limited private use of personal computers and telephone, we require that our employees and officers never use SSI Diagnostica property, facilities, equipment, information, or any other assets for private purposes, and we encourage our employees to look out for and report any concern about potential fraud against SSI Diagnostica or against our customers, suppliers, or partners.

### Preventing money laundering

Money laundering is the concealment of the origins of illegally obtained money. We operate our business with integrity, we expect all of our customers and business partners to act the same way, and look out for red flags that may signal money-laundering activities when we are conducting transactions with our customers and other business partners, and we work only with partners, who engage in legitimate business activity.

### Responsible accounting and reporting

To ensure that SSI Diagnostica’s management always has a consistent basis for informed decisions, and to ensure that we adhere to financial reporting and tax return requirements everywhere we operate, we require that financial reporting is timely, accurate, and transparent. We have in place global and local procedures, and require that everybody adheres to them to enable our finance organization to report in accordance with these principles.

<b>You must always</b>	<b>You can never</b>
Report any concern about fraud against SSI Diagnostica or against our customers, suppliers, or partners	Use SSI Diagnostica property, facilities, equipment, information or any other assets for private purposes unless expressly permitted
Report information in a way that misleads or misinforms the people who receive it	Report information in a way that misleads or misinforms the people who receive it
Double check payment details – e.g., by both phone and mail – before making payment	Provide vague or fictitious information or accept that others do
Adhere to our Authority Rules and Accounting Manual	Engage in unusual transactions that has no real business purpose
	Accept last minute changes to payments or payment patterns without double checking

# PROTECTING ASSETS AND INFORMATION

## Personal Data Protection

SSI Diagnostica respects people's privacy and integrity, and know how important it is to protect personal data. We always handle personal data ethically and responsibly in order to retain the trust of our users, employees, and business partners.

When doing business, we need to collect, use, and transfer personal data about our employees, our customers and other people (business partners, healthcare professionals, etc.) to be able to deliver our products and services, and to live up to our legal obligations. We take all appropriate measures to protect personal data, and take care to inform data subjects of our data processing activities and about their rights and freedoms. We handle requests from data subjects and react timely to data breach incidents.

When processing personal data, we adhere to the GDPR in the EU/EEA, and to applicable local privacy laws and regulations. We know that breaches to personal data protection may harm the individual and may result in a criminal offence. This may have a serious negative impact on SSI Diagnostica and lead to criminal sanctions for the company as well as for any individuals involved.

We adhere to a strict privacy policy and information security policy, and make sure that we have the necessary security measures in place when processing personal data.

<b>You must always</b>	<b>You can never</b>
Know the regulations that apply to your work if you work with personal data in your job	Keep personal data for longer than absolutely necessary
Participate in relevant training and observe the data protection and security restrictions that apply in your job	Compromise on the security of personal data
Retrieve, use, transfer, disclose, or otherwise handle personal data only for a specific, legitimate, and necessary purpose	Transfer personal data outside of your local site without a consent, and/or a valid contract with the recipient, which protects personal data
Process special categories of personal data (e.g., health, gender, race, religion) <u>only</u> if you have a valid and explicit consent or another relevant legal basis, and necessary notifications, permits, and security measures are in place	

## Protecting Intellectual Property and Confidential Information

SSI Diagnostica is proud of being an innovative group of companies because being innovative will keep us ahead of the competition. To stay competitive, we are all responsible for protecting our assets, and to maintain our reputation as a trusted partner, we also respect the property of others.

We protect our intellectual property rights – our patents, designs, technology, our methods, our copyrights, our knowhow etc. – to ensure that we stay competitive and able deliver the best products and services to our customers.

When we store, process and exchange confidential and sensitive information such as information about our markets, prices, methods, suppliers, partners, research, product development etc. we prevent unauthorized access to all SSI Diagnostica information, and always keep our IT systems secure.

When we get legitimate access to confidential or sensitive information from business partners, suppliers, customers or others, we protect this information as if it were our own information.

<b>You must always</b>	<b>You can never</b>
Ensure that any exchange of confidential information is covered by a non-disclosure agreement (NDA)	Disclose or share confidential information unless you are expressly authorized to do so
Respect third parties' confidential information and use it only for legitimate purposes	Share confidential information with a person who has no legitimate need to receive the information
Think carefully about how you discuss and handle confidential information in public spaces	Copy, take, or retain any SSI Diagnostica confidential information or intellectual property for personal use or advantage
Report any concern about unintended disclosure of confidential information	Obtain confidential information from other parties by improper means

## IT and Computer Systems

IT and computer systems, emails, and other electronic communication systems, and Internet access are important tools for fast and effective operations at SSI Diagnostica. However, the use of IT also raises security concerns.

When using IT, we take precautions to assure the integrity, confidentiality, and safety of our technology, and information. We have policies in place for IT access, IT security, and appropriate use of IT and you must follow the policies applicable to you. Remember, when using our systems, you are always representing the company.

You may use our equipment (computers, laptops, tablets and phones) for incidental personal matters, but you will not be guaranteed personal privacy. All the documents and information on our IT systems are the company's property, and we will review them on a regular basis. As permitted by law, we retain the right to access and monitor information and communication systems, including employee email and other electronic documents, for any legitimate purpose.

<b>You must always</b>	<b>You can never</b>
Memorize your passwords rather than writing them down	Share your password with other people
Lock your computer every time you leave it	Send company business information or data from company IT systems to your personal computer
Shut down your computer when not in use	Use your personal IT or communications equipment for SSI Diagnostica business purposes
Read, sign, and adhere to the SSI Diagnostica IT Handbook	Visit offensive or inappropriate internet sites or use the internet for illegal, inappropriate, or offensive purposes
Use only digital platforms, incl. software and websites, that are relevant and legitimate when using SSI Diagnostica hardware	Illegally download or use copyrighted material from the Internet

# PROTECTING THE ENVIRONMENT

## Protecting the Environment

Significant challenges related to environmental impact and climate change face our world. At SSI Diagnostica Group we are convinced that consistent and long-term environmental work provides both environmental benefits and value creation. We therefore take responsibility for our impact on the environment and strive to conduct our business with environmental responsibility and sustainable development at heart.

We work to reduce our impact on the environment and base our work on the laws and regulations that govern our activities. We have an ambitious and precautionary approach to environmental challenges and seek to use resources efficiently. We commit to reduce our environmental impact, and we work to contribute to a cleaner and more sustainable economy through the use of renewable energy and by reducing emissions.

In collaboration with customers, suppliers, and partners we strive use energy and resources such as water and raw materials responsibly and reduce emissions. We live up to all requirements for environmental permits, and report and track all environmental incidents.

We train relevant employees and communicate internally about our impact on the environment to make impacted employees conscious about, knowledgeable of, and engaged in environmental issues.

We maintain an environmental policy as the basis for our work, and have implemented ISO compliant management systems for key sites. We map and assess our environmental impact, and we set targets for our environmental work.

<b>You must always</b>
You must know the relevant environmental regulations if such regulations apply to your job role
You must always report any concerns about incidents that may negatively impact the environment to your manager
You must be aware of any environment targets that have been set for you or your department or area
You must always take an active part in protecting the environment by reducing waste and minimizing our consumption of energy and other resources

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<sup>i</sup> The ban on hiring family members, close relatives, or close personal relations applies to recruitments after this Code of Conduct enters into force.