

## **Social Accountability & Corporate Social Responsibility Policy**

Jacobsen Elektro AS is a Norwegian based supplier of power generation and transmission solutions. Our Goal is to improve infrastructure efficiency, generation and supply of electricity to contribute to a sustainable development of the societies in which we operate.

We are aiming to do our best to satisfy the needs of all our stakeholders. This does not only include respecting and adhering to local legislation, but also to minimize negative impacts on the environment and promoting a good and safe physical as well as psychological work environment.

Jacobsen Elektro is committed to the best humane workplace practices. We strive to continuously improve our Human Resource policies and procedures through education, training, communication, and employee involvement.

Jacobsen Elektro is dedicated to respecting and complying with the content of UN Global compact and SA8000 which form the backbone of our ethical guidelines, and expect our agents, consultants and suppliers to do the same.

Jacobsen Elektro commits to management review, employee committees, open communication, policy development, and coordination with the SA8000 standard to comply with all national laws in the countries of operation and provide a favourable employment environment that respects and understands the needs of its employees.

Jacobsen Elektro will communicate implement and maintain an operating system which shall be in compliance with SA8000:2008. All employees will receive training on the content of SA8000 standard, and the tools to ensure its' continued utilisation and implementation. Periodically throughout the year Jacobsen Elektro will reaffirm its commitment to the Social Accountability policy through employee communications such as emails, postings, and the intranet.

**Human rights** - Jacobsen Elektro will support and respect the protection of internationally proclaimed human rights and make sure not to be complicit in human rights abuses.

**Labour Standards** - Jacobsen Elektro does not utilize child labour and it supports the SA8000 standard and guidelines on child labour.

Jacobsen Elektro does not engage in or support the use of forced or compulsory labour.

**Health and Safety** - Jacobsen Elektro is committed to the continuous improvement of the health and safety of its employees, and of the employees of subcontractors engaged at our worksites.

**Employee Committees** - Established safety committees made up of employees who volunteer to participate have agreed to address SA8000 issues and communicate those issues to the HSEQ manager and the Executive management.

**Freedom of Association & Right to collectively Bargain** - Jacobsen Elektro recognizes its employees' right to join trade unions of their choice and to collectively bargain.

Jacobsen Elektro is committed to providing open lines of communication between employees and management.

**Discrimination** - Jacobsen Elektro does not engage in or support any type of discriminating practices. The company does not allow harassment in any form to occur and asks only skills oriented questions when interviewing for hire or promotion.

Jacobsen Elektro does not engage in or support activities that would interfere with an employee's right to exercise, observe tenets or practices, or to meet needs relating to race, gender, caste, national origin, religion, disability, sexual orientation, union membership, or political affiliation.

Jacobsen Elektro does not allow behaviour from any Jacobsen employee that is discriminative or harassing in nature. Gestures, language and physical contact that are sexually coercive, threatening, abusive, or exploitive are prohibited.

**Disciplinary Practices** - Jacobson Elektro has a defined disciplinary actions process. This process is defined in employee handbook. The company does not and will not engage in or support the use of corporal punishment, mental or physical coercion, or verbal abuse.

**Working Hours** - Jacobson Elektro complies with national legislation concerning working hours in the countries in which we operate. Our normal work week is Monday through Friday/Saturday and does nowhere exceed 48 hours in length. All personnel are provided with minimum Sunday off each week. While overtime may occur, it is completely voluntary and must never exceed 12 hours per week or national legislation, whichever is the lowest.

**Remuneration** - Jacobson Elektro ensures that the wages paid for a standard work week always not only meet the national minimum wages, but also can sustain a certain standard of living for the employee.

**Environment** - Jacobson Elektro supports a precautionary approach to environmental challenges, undertakes initiatives to promote greater environmental responsibility, and encourages the development and diffusion of environmentally friendly technologies.

Jacobson Elektro is aware that some parts of our projects can contain environmental challenges with a possible negative effect on the environment. We are therefore conscious in assisting our customers in selecting solutions which will reduce the negative environmental impact, and we will partake in and conduct ESIA studies and preparation of action plans when necessary to discover and implement optimal solutions for protecting the environment.

**Anti-Corruption** - Jacobson Elektro is working against corruption in all its forms, including extortion and bribery. Jacobson Elektro has a policy against corruption which is valid for all its employees, and requires employees to report reprehensible cases to the management or the chairman of the board if required.

**Commitment** - Jacobson Elektro affirms that it is committed to conform to all requirements of the SA8000 standard in addition to national employment laws and legislation of the countries in which we operate. Furthermore, Jacobson Elektro is committed to the continuous improvement of its operating system. All parts of the operating system including personnel policies and the Social Accountability / CSR policy are available for review in the Human resources department as well as on the company intranet. The Social Accountability & Corporate Social Responsibility policy statement is part of Jacobson Elektro's operating system, and is provided to each employee during new employee orientation and a copy signed by the management is posted visibly in all of Jacobson Elektro's offices in Norway and abroad.

**Review** - Executive management commits to review the adequacy, suitability, and effectiveness of Jacobson Elektro's SA8000 policy and the operating system at least once per year.

**Management & Management Representative** - Jacobson Elektro designates the HSEQ manager, as its' representative to maintain the SA8000 policy and to ensure that the requirements are met.

It is the responsibility of each department head to ensure that all employees are familiar with this policy and that it is adhered to.

Our partners, agents and suppliers are being made familiar with the content of this policy and the requirements of SA8000, through introduction sessions undertaken by our employees, written agreements and documentation.

It is Jacobson Elektro's duty to grant relevant stakeholders access to our premises and SA and CSE performance data, and to enter into dialogs pertaining to social accountability and CSR matters.

Lier, September 2013



Geir Gjerdal  
Managing Director



Johan Svendsen  
Chairman of the Board