

Framery Personnel Policy

Human resource management (HRM) is a structured work to support business goals. HRM and HR ensures competitive and modern people practices and supports management and supervisors in applying these practices.

Framery's goal is to offer its employees a happy and transparent working environment where every Framerman has the possibility to use their strengths and continuously learn. The foundation of Framery's personnel policy is to ensure a safe and motivating environment as well as equal and fair treatment.

Open discussion and sustainable HRM practices support organizational success and individual development and growth, both short- and long-term. As a rapidly growing company we use agile development methodology to ensure our practices meet the changing needs of our business. Our people practices are strongly based on Framery's values. Personnel policy clarifies and unifies management practices on an organizational level and supports both the employer and company brand. Framery's success and profitability come from motivated and skilled employees.

Values

Our values should not be just hollow phrases. They are in the core of our culture and create our shared practices, rules and goals. The values we expect each of us and future colleagues to live by are:

- ✓ Respect
- ✓ Courage
- ✓ Transparent communication
- ✓ Impact
- ✓ Curiosity
- ✓ Good Judgement
- ✓ Responsibility

Equality

Equality, diversity and inclusion are clearly visible in our daily activities. Already in our recruitment processes we aim to select for employees with an appreciative and respectful attitude towards others. We want to hire diverse talents that complement each other. We hire people that think "we" always before "me". At Framery we adhere to an equality plan and employees are equally offered opportunities to advance in their careers and succeed in their work. We treat all our employees fairly regardless of age, sex, religion, opinions, nationality, social or ethnic background, sexual orientation or their viewpoints, backgrounds or other expressions.

Well-being and safety

We are committed to support our employees' happiness by paying attention to well-being and safety. Framery maintains and develops high levels of occupational health, safety, and well-being in cooperation with our Health and Safety council. The responsibility for well-being and safety are shared between the employer and employees. We develop our practices continuously through our annual development plans and follow the progress through monthly OHS key performance indicators. We encourage employees to report safety deficiencies immediately and use the information gathered to develop our ways of working. We aim for a safe working environment with zero work-related accidents.

Learning and development

Learning is part of daily management at Framery. Individual skills and capabilities, ways of working, our core processes and the organizational structures are continuously developed according to the business needs. We support our employees' personal and professional growth. We offer each Framerman opportunities to develop themselves through training, mentoring, learning on the job and job rotation. We make sure that every supervisor understands their responsibilities also as an enabler of their team members learning. With regular discussions with our employees, we aim to identify their current capabilities and career goals, as well as their needs for development. Every employee is entitled to clear expectations and goals for their role as well as for their development. These goals are discussed and followed up with team leaders through-out the year.

Compensation

We believe that fair rewarding supports work motivation, yet happiness that is solely based on pay diminishes quickly and influences motivation only temporarily. We offer our employees a competitive total compensation yet want to make sure that the compensation has both monetary and non-monetary elements. The monetary compensation is based on a fixed salary, benefits and on a bonus system. The fixed base pay varies depending on the complexity of the role and the skills and performance of the individual, while the bonuses are based on the company's profit and strategic goals. Rewards policy ensures that the foundation of the compensation is clear and motivating.

Our employees are transparently and openly informed about the company's current financial situation,

strategy, annual goals and direction. Our employees have the right to unionize as per the local laws of each country we operate in. Adhering to local laws, official orders and agreements is a foundational part of our activities.

Samu Hällfors
CEO