

<b>Name of Policy</b>	<b>Authorized approver</b>	<b>Appointed Owner</b>	<b>Questions</b>	<b>Date</b>	<b>Supersedes</b>
HR policy	Board of Midsona	General Management	Division HR	2020-02-05	

# HR POLICY

Midsona Group

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## 1 Background

To ensure that Midsona complies with applicable laws and that the Group values and way of working is valid throughout the entire organization, the Group has developed a structure and process for managing Governing documents as well as appointed ownership and accountability for compliance of these documents.

This HR policy regulates in an uniform way how the group manages activities related to HR as well as defining roles and responsibilities for the area.

## 2 Roles and Responsibilities

### *Appointed owner*

Midsona General Management is Appointed owner of this policy and is – together with Division HR Managers - responsible for:

- Identifying relevant stakeholders
- Defining methods of communication
- Designing relevant training methods
- Monitoring the policy

### *Authorized approver*

Board of Midsona is the authorized approver of the HR Policy.

Exceptions to this policy are not allowed, unless otherwise approved by the Board of Midsona.

## 3 Audience

### *Target Group*

This policy applies to all entities within Midsona.

### *Training/Communication*

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Division HR Managers are responsible for local training in coordination with Appointed Owner.

4 Monitoring

The adherence to, and relevance of, this policy is continuously followed up by self-assessment where the target group report adherence and the appointed policy owner has the oversight and monitor compliance.

5 Purpose

The HR Policy shall be a guidance in the effort to create healthy and developing work environment and at the same time giving Midsona's co-workers motivation and good balance between work and leisure. Midsona's co-workers being motivated is the basis for success.

6 Healthy work environment

Midsona shall strive to have safe, secure and developing workplaces where everyone has and takes responsibility for their and others' work environment.

For Midsona, health is an overall objective. Midsona shall be a company that is permeated by health and that, based on the employees' own responsibility, can stimulate and give them the chance to have a good health based on their own possibilities.

7 A balanced organization

Midsona shall actively continue to work with gender equality and diversity as a natural part of the operations by ensuring that the working conditions suit all employees, that instructions and criteria in setting salaries are fair and that wages are mapped. Midsona shall also strive to make it possible to combine work with parenthood.