

Code of Conduct



Responsible: Mats Hovland Vikse	Approved by: Board of Directors	Approved date: 18.02.2025	Revision: 4
Filename: Code of Conduct.docx	Department: HR General	Process:	

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INTRODUCTION FROM THE CEO

The AutoStore Code of Conduct (the “**Code**”) is founded on our core values, lean, transparent and bold, and our operational principles. It establishes a framework for ethical conduct, ensuring alignment with our organizational policies and reinforcing our mission and strategic objectives. Our strategy is deeply rooted in our aim to store and move things for everyone, everywhere, and transitioning end-customers from complex, time-consuming manual processes to efficient, automated solutions.

The Code includes mandatory requirements for everyone who works on behalf of AutoStore, including but not limited to all employees, management and Board of Directors. The Code cannot address every potential issue that may arise within our global organization; therefore, we expect you to exercise sound judgment when conducting business on behalf of AutoStore and reach out to your leader if you have questions. In addition, all AutoStore entities and personnel are required to comply with national laws, international regulations, and standards, and in instances where local laws and regulations impose stricter standards than those outlined in this Code, local laws will take precedence.

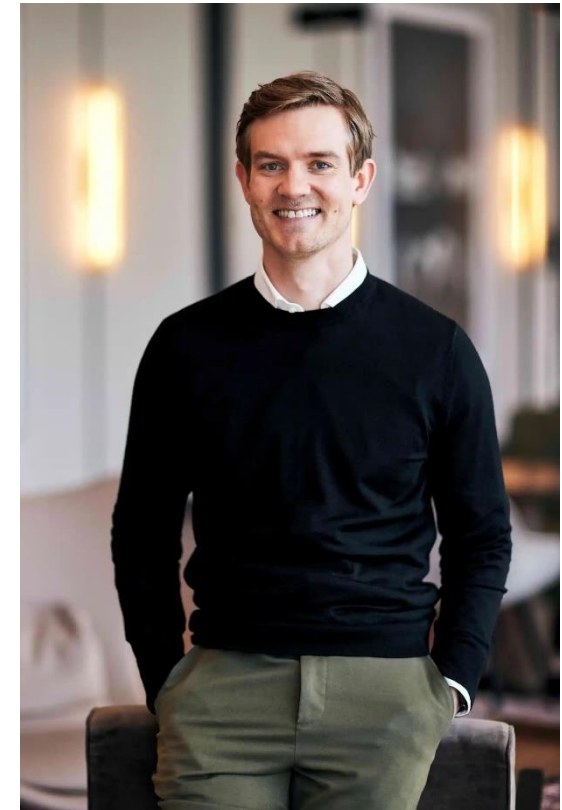
AutoStore’s reputation and success depends on strict compliance with all relevant laws, rules, and regulations. As an employee, you must adhere to these standards and familiarize yourself with the Group’s policies and procedures. Seek guidance if you are uncertain about any legal or policy matters. Report any suspected violations of the Code or laws through AutoStore’s whistleblower system, [SafeCall](#), your supervisor, or other trusted internal channels.

Our community is unique, an ecosystem of employees, partners, and end-customers with a shared goal of simplifying automation. We value a caring community, flat hierarchy, openness, and a lean way of working.

We have high expectations to ourselves, our employees and third parties and we will only cooperate with partners, suppliers and other stakeholders who adhere to the same ethical standards as we do. As AutoStore Group employees, we are all responsible for ethical behavior, compliance and making sure we understand and follow laws, regulations and ethical practices that apply to our roles and our business.



Mats Hovland Vikse
CEO



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1. Declaration of compliance

All employees and interested parties of the AutoStore Group are personally responsible to comply with this Code.

On an annual basis, you as an employee will be requested to confirm that you have read and familiarized yourself with this Code and that you in the previous year have conducted your tasks and responsibilities in accordance with the requirements set forth in this Code by confirming the annual statement of compliance.

Your responsibilities

- Read, understand and adhere to the Code of Conduct as well as other governing documents and applicable laws relevant to your work
- Act within our ethical standards and within the law.
- Participate in required ethics and compliance training and confirm annually that you have familiarized yourself and comply with the Code of Conduct.
- If uncertain, ask yourself:
 - Does it align with our Code?
 - Is it legal and ethical?
 - Would I be comfortable seeing it in the media?
 - Will it reflect well on me and AutoStore?

Also, when in doubt, you can disclose the issue to your manager and discuss it openly.

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2. Speak Up! Whistleblowing

AutoStore strives to create and maintain a culture where there is a low threshold for reporting unethical or illegal conduct and where all employees feel comfortable to report any suspected violation of our Code, breaches of internal guidelines, policies and procedures, legal regulations, or ethical guidelines.

We encourage all employees and third parties working with and on behalf of AutoStore to speak up and report any known or suspected improper actions or violations.

For matters that are not appropriate to first address internally, AutoStore has established an agreement with [SafeCall](#), an anonymous and external whistleblower channel.

Follow up

We do not tolerate any form of retaliation against any person who has raised an ethical or legal concern in good faith. This also applies if your report does not turn out to be an actual violation.

For more information regarding whistleblowing, the protection of whistleblowers and the tools available, please refer to the [Speak Up!](#) site on the Grid and our [Whistleblowing and Investigation Policy](#).

Your responsibilities

- Immediately report ethical concerns to your manager, the Chief People Officer, or through our whistleblowing channel, [SafeCall](#).
- Report all known or suspected violations irrespective of whether you have all the facts or you believe that the issue has already been reported.



Speak Up

If you have a serious concern over wrongdoing at work:

Report it to your line manager or HR, or Speak to a senior manager, or Contact SafeCall

00 800 7233 2255

or report on line at: www.safeCALL.co.uk/report

All calls are treated confidentially by SafeCall and you may remain anonymous if you wish.



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3. Discrimination and harassment

We strive to maintain a workplace free from discrimination and harassment. We believe that every employee has the right to work in an environment where they are treated with dignity and respect.

Zero Tolerance: We have a zero-tolerance policy towards any form of discrimination or harassment. This includes, but is not limited to, discrimination or harassment based on race, ethnicity, gender, age, sexual orientation, disability, religion, or any other characteristic protected by law.

Harassment refers to any unwelcome behavior that results in an intimidating, hostile, or offensive work environment. This includes verbal, physical, or visual actions that demean or display hostility toward an individual or group, as well as any form of unsolicited sexual attention.

Safe Environment: We are dedicated to creating a safe and supportive environment where all employees can perform their duties without fear of discrimination or harassment. We encourage open communication and the reporting of any concerns.

All reports of discrimination or harassment will be taken seriously and investigated promptly and thoroughly. We are committed to protecting the confidentiality of all parties involved to the extent possible. Employees found to have engaged in discriminatory or harassing behavior will face disciplinary action, up to and including termination of employment.

Your responsibilities

- Treat others with respect and professionalism.

- Do not make statements, messages or jokes that are offensive, derogatory or inappropriate.
- Report any incidents of discrimination or harassment immediately to your manager, HR representative, or through, [SafeCall](#).

4. Diversity, equity and inclusion (DEI)

We are committed to fostering a diverse, equitable, and inclusive workplace where all employees feel valued, respected, and empowered. We believe that diversity in our workforce enhances our adaptability, creativity, innovation, and overall success.

Diversity: We celebrate and embrace the diverse backgrounds, perspectives, and experiences of our employees. We are dedicated to creating an environment where everyone, regardless of race, ethnicity, gender, age, sexual orientation, disability, or any other characteristic, can thrive.

Equity: We strive to ensure fair treatment, access, and opportunities for all employees. We are committed to providing equal opportunities in recruitment, hiring, promotion, and all other aspects of employment.

Inclusion: We aim to cultivate a culture of inclusion where every employee feels a sense of belonging and is encouraged to contribute to their fullest potential. We value open communication, mutual respect, and collaboration.

Your responsibilities

- Treat others with respect and dignity. Discrimination, harassment, and any form of exclusionary behavior will not be tolerated.
- Base work-related decisions on merit, qualifications and business needs.
- Report any concerns or violations.

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5. Health, safety and environment (HSE)

We plan and act to prevent injuries and work systematically to manage risks at all levels of our operations. No activity is so important that it should be performed at the expense of life and health. We are committed to ensuring that all our employees have a safe and healthy working environment where they thrive and can further develop, both as professionals and individuals.

For more information regarding health, safety and environment, please refer to our [HSE Policy](#).

Your Responsibilities

- Adopt a risk-based approach: Always consider risks when performing any task
- Use protective equipment: Wear the prescribed protective gear when necessary and exercise caution to prevent accidents and injuries.
- Follow established procedures: Read, understand, and adhere to established routines, measures, and activities within HSE.
- Know emergency procedures: Familiarize yourself with and follow the emergency procedures at your workplace.
- Take responsibility: Be accountable for your own work situation in your daily activities.

Report incidents: Report any incidents or near misses in Landax, or to your manager, the HSE department, or the safety representative(s), regardless of their severity.

6. Substance abuse

AutoStore has a zero tolerance for substance abuse in our workplace and no one shall be under the influence of alcohol or other drugs while performing work for AutoStore. In social contexts, and during events where it is appropriate and acceptable, alcohol can be served.

Your responsibilities

- Do not use alcohol or illegal drugs in the workplace. Exceptions for consuming of alcohol may be allowed for internal AutoStore events
- Show moderation during events where alcohol is served.
- If you suspect that a coworker is under the influence at work, report to your manager or HR department.

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7. Personal data and privacy

Keeping personal data safe represents a critical element of maintaining the trust of our employees, customers and other stakeholders, and the use of our IT systems must be based on business needs. We are all expected to collect, use and store data in compliance with applicable laws, privacy principles and commitments by AutoStore.

All third-party data shall be handled with the same care as with AutoStore's own information, hence in AutoStore, we respect our third-parties' privacy policies and information security requirements.

For further information, please refer to the [IT Security page on the Grid](#).

Your responsibilities

- Protect your data and properly secure computers and portable devices, documents and other sensitive materials with passwords.
- Do not give access to personal information without proper authorization.
- Only obtain information that you need to perform your work, or you have been directed to obtain and only use the information for the purpose for which it was obtained.

8. Confidentiality

Trade secrets and confidential and proprietary information are valuable assets for AutoStore and protecting them is vital to our success. We are committed to safeguarding all, and not misusing any, confidential information in our possession. Confidential information may include information on security, individuals, commercial, technical or contractual matters and other types of information protected by law.

What you as an employee hear or read in our offices – on screens, among employees, in meetings, in your daily work - is confidential AutoStore information.

Note that your duty of confidentiality also applies after the conclusion of your employment or contractual relationship with AutoStore and for as long as the information is considered sensitive or confidential in nature.

Please refer to our [Protection of End- Customer's Trade Secrets Policy](#) for further information about how we best protect our End-Customer's trade secrets.

Responsibilities:

- Only share confidential information when you are formally authorized to do so and there is a legitimate reason for doing so.
- Do not discuss sensitive topics in public.
- Treat information from third parties with at least the same level of confidentiality as our own information.

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9. Insider information and trading

Inside information is precise information likely to have an effect on the share price and which is not publicly available or commonly known to the market. In AutoStore we, as individuals, may have access to information about the Group's operations, strategies or performance that could be considered inside information. Inside information should be handled with care and not be misused.

All AutoStore employees have a legal duty of confidentiality and due care to prevent inside information that you are in possession of to come in the possession of unauthorized persons. This also applies if you acquired the information incidentally.

All employees shall follow AutoStore's [Instructions For Handling of Inside Information](#).

Your responsibilities

- Protect confidential business information and never use it for your own benefit.
- Never buy or sell AutoStore's or other companies' shares or other securities, or provide advice to others' investment decisions, when you have access to inside information.
- Do not spread rumors, mislead with false information or make any other attempt to manipulate share prices.



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10. Integrity and ethical conduct

10.1. Anti-corruption and bribery

At AutoStore, we uphold a strict zero-tolerance policy towards corruption in any form. We are committed to full compliance with all applicable laws and regulations pertaining to bribery, corruption, and other illegal business activities.

We strictly prohibit offering, promising, or giving any undue advantage, services, charitable contributions, or incentives to government officials, international organizations, or other third parties to secure personal or business advantages. This prohibition applies regardless of whether the benefit is offered directly or indirectly through an intermediary.

By adhering to these principles, we ensure that our business practices remain ethical, transparent, and in line with our commitment to integrity.

Your responsibilities

- Make sure that all payments made are proper and legal, that they are approved by relevant AutoStore personnel, and that they are recorded accurately in our books and records
- Never offer anything of value to improperly influence the actions or decisions of any person in pursuit of AutoStore Group’s interests
- Make sure that you know your business partner and never engage others to do something we cannot ethically or legally do ourselves
- Report any breach, or suspected breach, of anti-corruption laws to your manager or through [SafeCall](#).

10.2. Gifts, hospitality and business courtesies

Relationships with our business partners can be built and strengthened through legitimate networking and social interaction. However, giving or accepting gifts and hospitality can be regarded as corruption in certain situations, so in AutoStore we do not offer or accept business courtesies – gifts, hospitality, expenses, or any benefit – where they could constitute, or appear to constitute, an undue influence. Particular care must be taken when dealing with public officials.

Your responsibilities

- Never offer or accept gifts, except for promotional items of minimal value.
- Never offer or accept anything which could, or could be perceived to, improperly influence a business decision.
- Never offer or accept cash or cash equivalents or expensive and extravagant gifts.
- You may offer or accept courtesies as social events, meals or entertainment if there is a relevant business aspect involved and the cost is kept at a reasonable level.
- You may offer or accept hospitality when the business purpose is clear and legitimate, the costs are reasonable, and the context is open and transparent.

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10.3. Conflicts of interest

A conflict of interest may occur when your personal interests and AutoStore’s interests are different and this may interfere with your ability to perform your work objectively and in the best interests of AutoStore and our stockholders. Examples of conflicts of interests may be personal financial interests, obligations to another company or governmental entity, or the desire to help a relative or friend. We expect you to always act in the best interest for AutoStore when you are representing the company.

Your responsibilities

- Do not enter into relationships or transactions that might impair your judgement on what is best for AutoStore and our stockholders. This also applies to your related parties, e.g. partner, close relative or any other person that you have a close relationship with
- Be open and transparent about possible conflicts of interest. Disclose any actual, potential or perceived conflict of interest with your manager or the Chief People Officer.

For more information regarding sections 10.1 - 10.3, please refer to our [Anti-Corruption Policy](#).

11. Fraud

We are committed to conducting our business with high integrity. Our brand’s reputation is dependent on the integrity of our actions and our business dealings. We are committed to transparency and accuracy in all our dealings, and we will provide full, fair, and accurate disclosures in our financial reports.

No one acting on behalf of AutoStore should engage in dishonest or fraudulent activity, such as theft or deceit, in the performance or representation of AutoStore Group.

Your responsibilities

- Do not conduct, or participate in, dishonest or fraudulent activities.
- Always follow AutoStore Group’s Accounting and Reporting Manual and abide by our internal controls.
- Report and prepare business records accurately, reliably, transparently and in a timely manner.
- Ensure that expenses are reasonable and recorded properly when you spend AutoStore’s money.
- Ensure that company books and records are maintained in confidence and safeguarded from loss and destruction.
- If you suspect or become aware of any indications of fraud, improper financial business records and reporting, or allegations of such, report it to your manager or through [SafeCall](#).

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12. Human Rights

At AutoStore, we are committed to upholding and respecting human rights in all aspects of our operations. We recognize the importance of treating all individuals with dignity and respect, and we adhere to internationally recognized human rights standards, including:

- UN Guiding Principles on Business and Human Rights
- OECD Guidelines for Multinational Enterprises
- OECD Due Diligence Guidelines for Responsible Business Conduct
- The UN Global Compact's Ten Principles

In addition, AutoStore is a member of UN Global Compact.

For further information about the main principles governing our management of our impact on human rights issues, and requirements regarding implementation, monitoring of and reporting on compliance with the principles, please refer to our [Human Rights Policy](#).

Your responsibilities

- Report any human rights violations or concerns to the appropriate department or through our confidential reporting channels.
- Participate in training and awareness programs on human rights and ethical conduct.
- Support initiatives and practices that promote human rights within your role in organization.

13. Anti-money laundering (AML)

Money laundering is the process of concealing illegal proceeds generated through criminal activity, such as terrorism, fraud and drug trafficking, to hide its illegal origin. Money laundering is illegal and at AutoStore we will comply with all applicable anti-money laundering laws and establish measures to prevent our financial transactions from being subject to money laundering.

Examples of activities that should raise suspicion of money-laundering may include:

- Payments for products or services that were never delivered
- Requesting that a single payment be separated into multiple payments or requesting payments in cash
- Requesting that payments are made to a third party that is not involved in the process
- Requesting a payment structure that is unusual and not driven by a valid business requirement

Your responsibilities

- Ensuring awareness of the potential money laundering risks associated with your specific roles and responsibilities.
- Be attentive to unusual payments, invoicing and banking arrangements.
- Perform appropriate counterparty due diligence to understand the business and background of prospective business partners.
- Immediately report suspicious transactions or incidents of money laundering to your manager.

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14. Export sanctions and trade control

AutoStore is committed to complying with all applicable export control and sanctions laws and regulations. Sanctions are measures imposed by governments and international bodies to restrict dealings with certain countries, organizations, legal entities and individuals. Trade controls restrict imports and exports of certain goods, technology, software and services.

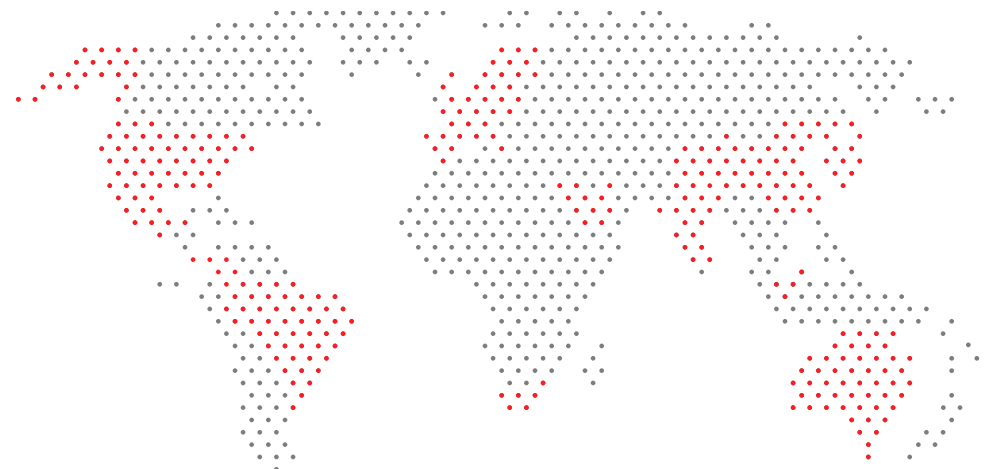
These laws are designed to protect national security, foreign policy, and economic interests by regulating the export of goods, technology, and services. Compliance with these regulations is essential to avoid severe penalties, including fines and imprisonment, and to maintain the company’s reputation and operational integrity.

Sanctions and trade controls laws and regulations impose compliance obligations on individuals – not just companies – and therefore all personnel and third parties must be aware of the specific sanctions that they are required to comply with based on their nationality(ies), place of residence, country of employment, in addition to those that apply to and are followed by AutoStore.

For further information please refer to our [Sanctions Policy](#) and when in doubt, contact Group Legal at the email address designated in the Sanctions Policy.

Your responsibilities

- Ensure that all parties involved in a transaction have been screened in AutoStore’s approved sanctions screening tool prior to entering into a business relationship.
- Immediately report any suspected violations of export control or sanctions laws to Group Legal at the email address designated in the Sanction Policy.
- Cooperate fully with any internal or external investigations related to export control and sanctions compliance.
- Participate in mandatory training sessions on export control and sanctions compliance.



- Familiarize yourself with the relevant export control and sanctions laws and regulations that apply to your role.
- Comply with all company policies and procedures related to export controls and sanctions.

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15. Competition

Our business success depends upon our ability to foster lasting relationships with our customers, suppliers, and any other third party by acting fair and honest and with integrity. We apply high commercial ethical standards and treat our customers, suppliers and other third parties fairly. We are committed to free and open competition in the market, and we avoid all actions that can reasonably be construed as being anti-competitive, monopolistic, or otherwise contrary to laws governing competitive practices in the marketplace.

Your responsibilities

- Do not enter into anti-competitive agreements or engage in anti-competitive conduct such as price fixing or market allocation by products or customers.
- Be vigilant of situations where non-public commercially sensitive information may be exchanged and speak out against disclosure of such information by others to you.
- Acknowledge that competition laws are complex and often require detailed assessments of facts, and seek advice when in doubt.
- Immediately report suspected violations of competition laws to your manager or through [SafeCall](#).



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16. Protection of property, assets and IT systems

At AutoStore, our property comes in many different forms – physical, financial, electronic and intangible. We expect all our employees to take good care of our assets, whether it be our brand, buildings, equipment, inventory, technology, intellectual property, software, money, company information and data, laptop or phones. This includes making sure that we only use AutoStore assets for their intended purpose.

All new systems and applications must be approved by the IT department before being downloaded or used, in accordance with our [Acceptable Use Policy](#).

Please refer to our [Information Security Policy](#), [Physical Security Policy](#) and our [Incident Management Policy](#) for further information about how we best can protect our assets, and what to do when an IT incident occurs.

Your responsibilities

- Protect AutoStore’s property and assets from waste, damage, misuse, fraud, theft and loss.
- Do not take AutoStore property from our facilities without permission.
- Do not unlawfully conceal, alter, or destroy documents.
- Ensure that any documentation used to obtain AutoStore funds and/or property are accurate and complete, including time sheets, invoices, benefit claims and travel and expense reimbursement reports and underlying documentation. Inaccurate or unsubstantiated records may be treated as fraud.

- Report any breaches of property to either HR/finance department, or for IT-hardware please report this to IT Support immediately.
- Report all security breaches and/or incidents that might be security related immediately to security@autostoresystem.com.

17. Communicating on company systems (IT security)

Employees are required to use only IT Security-approved services for the storage, processing, or sharing of company information when utilizing AutoStore’s digital communication platforms. Adherence to AutoStore’s IT security policies and standards is mandatory.

While occasional and reasonable personal use of AutoStore’s electronic communication systems is permitted, such use must not result in any costs for AutoStore or interfere with work responsibilities and productivity.

For more information about our IT security requirements and password management, please refer to our [Information Technology Policy](#) and our [Password Policy](#).

Your responsibilities

- Do not use your personal email for company business.
- Do not share any of your company login details, including ID and password.
- Never use our IT systems or devices to perform illegal or unethical activities, including downloading, accessing or sending offensive, indecent, threatening or other unlawful materials.

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- Protect our systems from loss, misuse or malicious and illegal activities.

18. External communications and social media

Open, honest and accurate communication is essential to our integrity and business success. In AutoStore we will always communicate in a consistent manner, and only authorized persons may talk to the media, members of the investment community or make statements on AutoStore’s behalf on social media.

Private use of social media must not breach confidentiality and should not compromise AutoStore’s reputation or business interests. As a team member, you are viewed as a representative of AutoStore by our partners, clients and amongst other parties in the warehouse automation industry. In online communication about AutoStore or regarding matters concerning AutoStore, we therefore expect all personnel to respect [AutoStore's Digital Participation Guidelines](#) as such online communication by representatives of AutoStore may be perceived as the official opinion of AutoStore. Please also refer to AutoStore’s [Communication Policy](#).

Your responsibilities

- Do not speak on AutoStore's behalf unless explicitly authorized to do so.
- Direct all enquiries from media to the communications department or your manager.
- Use good judgement and show respect towards your colleagues, business partners and communities when participating in social media. This also applies to activities on private social media accounts.
- Do not discuss sensitive or confidential information that you have learned from your employment in public or social media.

19. Environmental impact

AutoStore is committed to managing its environmental impacts in a responsible manner. AutoStore aims to make a strong contribution to sustainable development. We are committed to ensuring that our strategy and business model align with the transition to a sustainable economy by offering energy-efficient warehouse solutions and optimizing storage density.

Environmental precautions shall be considered throughout the production and distribution of AutoStore’s offerings, from raw materials production to retail. AutoStore is committed to minimizing environmental impacts at our production sites. National and international environmental laws and regulations shall be observed. Hazardous chemicals and other substances shall be managed in a responsible manner.

For further information, please refer to our [Environment and Climate Policy](#).

Your responsibilities

- Strive to include sustainability considerations early on in your decision-making process
- Strive to understand the environmental impact in your area of work and to minimize impact.
- Familiarize yourself with best practices in your area of work and contribute to continuous improvement.

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20. Consequences of breaches

Violations of this Code, policies or the law may carry serious consequences for the individuals involved, as well as for the AutoStore Group. We will not tolerate any breaches of this Code, our policies or the law, and all breaches will be pursued by remedial measures. The remedial measures may include termination of your employment contract and reporting to relevant authorities.



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