

Code of Conduct for the SpareBank 1 Østlandet Group

The Code of Conduct applies to full-time and temporary staff, consultants, temporary workers, board members and deputy board members of the SpareBank 1 Østlandet Group. Industry-specific ethical rules exist for some parts of the Group's activities. In those cases where these do not conform with the equivalent areas in the Group's Code of Conduct, the industry-specific guidelines will take priority.

Objective

The Group's employees and board members should be known for their high ethical standards thanks to their competence, honesty, fairness and ability to inspire confidence. At the same time, you must maintain the necessary professional distance in all of your interactions with others. We accept no form of conduct that could be perceived as bribery, corruption or attempts to improperly influence decision-making processes.

Value must, within all business areas, be created in line with good consultancy practice and within a framework that does not require individual employees to breach the Code of Conduct in order to meet financial targets.

Responsibilities

You are personally responsible for maintaining your integrity and complying with the Group's Code of Conduct. It is vital that, should you be in any doubt, you reflect on whether or not your conduct is ethically correct and proper.

Management responsibilities

The conduct of managers is especially important. What you do as a manager has a crucial influence on the ethical standards in your organisation. Each and every manager is responsible for putting ethics on the agenda. Managers at all levels are also responsible for informing new employees about the content of the Code of Conduct. Each and every manager must treat their colleagues with respect and tolerance. No staff shall have legitimate grounds for harbouring negative feelings due to how they are treated by a manager.

Open to debate and improvements

The Code of Conduct can never guarantee that the Group is perceived as having high ethical standards. The goals are for all employees to be open and aware in their day-to-day activities and to ensure there is space to discuss ethical issues, such that everyone has an opportunity to put forward their own opinions. Exchanges of opinion and participation help to improve results and make good decisions.

Breaches can have consequences

Breaching the Group's Code of Conduct may have consequences for your employment relationship and conditions of employment.

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1. Comply with the duty of confidentiality
2. Keep your personal finances in order
3. Avoid conduct that could damage the Group's reputation
4. Maintain your impartiality and deal with conflicts of interest
5. Maintain a professional relationship with suppliers, customers, competitors and others in general
6. Actively strive to achieve a good working environment characterised by mutual trust and respect
7. Be aware of how you communicate
8. Private business or board activities must be approved by the Group
9. Be loyal to the Group
10. Be aware that the Group has specific guidelines for whistle-blowing