

sustainable work environment policy

Adopted by the Board of Directors in Akelius Residential Property AB (publ) 2021-02-22.
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essentials

Akelius provides a healthy, safe, and inspiring work environment for all staff.

Characteristics of a sustainable work environment are

- low staff turnover
- low sick leave rate
- low injury rate
- high efficiency

Akelius aims to keep turnover and sick leave rate low and increase retention.

take responsibility within your area of work

Line managers are responsible for understanding and promoting the necessary actions to reach the company's sustainability targets.

Line managers

- protect the staff
- praise effort and reward accomplishment
- mediate or separate conflicts immediately
- put staff's family and health first

take staff ownership and responsibility

Akelius' staff commits to the company's goals.

All staff act friendly and in goodwill.

The staff take responsibility for their actions, their work and their development.

The staff seek information and share their knowledge.

leading the Akelius way

Part of leading the Akelius way is to always have an ongoing dialog with staff, and give feedback on performance directly, such as favorable or less desirable performance.

Direct feedback gives both parties direct help to improve. Akelius staff receives open, friendly, and continuous feedback.

The development of staff contributes to skills management and human capital development within Akelius.

recruit internally

Akelius' policy is to promote in-place staff to higher positions.

promote diversity and non-discrimination

Akelius will appoint staff strictly based on merit, regardless of for example gender.

All active staff must be trained on non-discrimination annually.

provide a safe and healthy work environment

Line managers introduce the staff policy to all new staff.

To avoid health and safety accidents, line managers introduce all new staff to any work instruction that ensures the safety of staff.

report incidents, accidents, and risks

All staff must immediately report to

- line manager or any other manager
- local Staff Manager or
- senior management

in case of any

- incident
- accident
- risk or threat

Akelius monitors health and safety incidents and accidents occurring in the workplace to protect staff and contribute to staff well-being.

Local staff managers and line managers are responsible for

- registering the incident and accident

- reporting to applicable agencies, if necessary
- identifying root causes
- addressing corrective actions

The management annually reviews and discloses the number of incidents in the sustainability report.

live a balanced and active life

Akelius encourages all employees to live a balanced and active life.

The company improves staff well-being by offering an annual health budget.

The company is regularly offering physical activities and cultural experiences in connection with business events.

The company is positive towards flexible working hours if work setup allows.

The individual possibility of flexible working hours is decided by each manager.

Akelius measures the success of health initiatives by monitoring the absentee rate.

The company aims to have a low absentee rate.

best-educated staff in the real estate business

Akelius encourages and supports its staff to become the best-educated staff in the real estate business.

Learning and development motivate staff, make them realize their potential, and attract new talents.

The company aims to provide three education days per employee per year.

All staff must be trained on sustainability policy and targets annually.

attend the welcome to Akelius seminar

All new staff attend the welcome to Akelius seminar.

Welcome to Akelius seminar focuses on

- understanding the way Akelius works
- the company's history and values
- Code of conduct
- business strategy and organization

become a specialist with internal education

All staff receive relevant training to become specialists in their field and in the real estate industry.

mentoring program gives guidance

Mentoring drives learning and development for both mentees and mentors.

Akelius mentoring program provides

- guidance on how to lead the Akelius way
- a sounding board for ideas
- networking opportunities
- insights from your mentor's work and experience

Akelius prepares staff for leadership roles

Growing future leaders program goal is for participants to learn key skills and business insights from experts and top management, to become a future leader.

The program takes two years to complete.

Participants

- learn the hard and soft skills to take future leadership roles in Akelius
- participate in trainings, mini apprenticeships, and hands-on projects
- receive a mentor
- get a thorough understanding of all areas of operations at Akelius

responsibilities

ownership

The CEO has ownership of sustainable work environment policy.

operational implementation

All Heads of Regions, Cities, and Departments are responsible for ensuring compliance and implementation of the sustainable work environment policy.

Business Department with the Team Lead Education and Communication is responsible for ensuring the general staff development program.

Line managers are responsible for ensuring the necessary development of their team.

individual implementation

Each staff member is responsible for reading and understanding the policy.

approval and review

The Board of Directors reviews and approves the sustainable work environment policy annually.