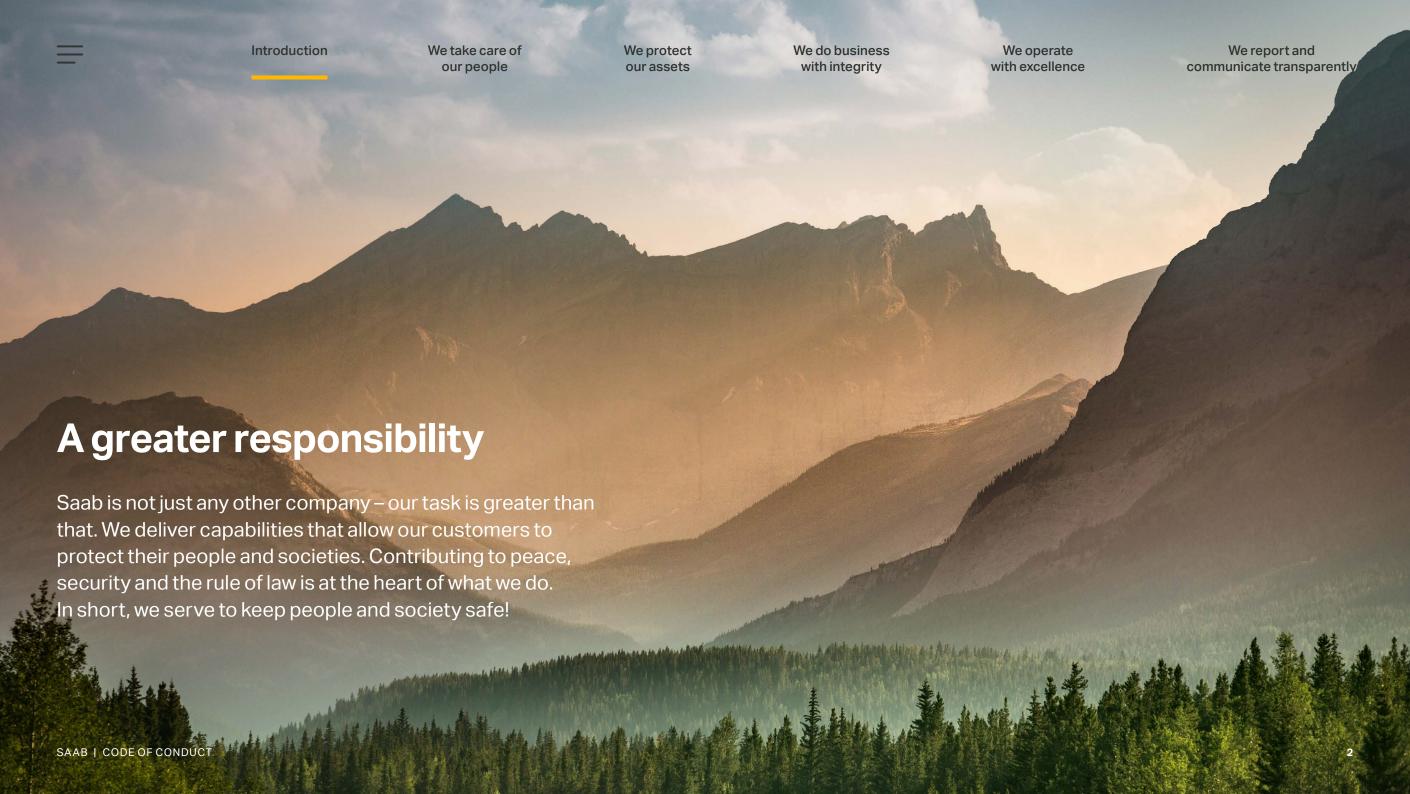
### **Our Code**

# Why. We. You.





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### About our code

#### Our everyday guide

Our Code sets out the standards and principles to which we hold ourselves accountable. It is our guide to make sure that we always conduct ourselves responsibly and ethically in carrying out our mission. It is what we stand for and what we expect from all of us. Everyday.

#### How to use it?

Our Code is there to guide us in our daily work. Read it carefully and discuss it with your colleagues and your manager. Use it as your everyday tool to help navigate different situations and make sound decisions in your work. It will empower you to stand up for what's right and speak up when you see something wrong.

Each section of Our Code follows the same structure:

- Why the importance of the subject.
- We how Saab approaches it.
- You what it means for you.
- Read more where to find more info.

#### Who does it apply to?

Our Code applies to all Saab employees, including part-time employees, consultants, temporary staff, and management, as well as to our Board of Directors. It also applies to employees and the Board of Directors in joint ventures under our control. Joint ventures that are not under our control are encouraged to adopt the same high standards.

#### What role do our leaders have?

Our managers and leaders have a particular responsibility to uphold Our Code. We expect them to lead by example in their words and actions – from every line manager, all the way to our top management.

#### How does it relate to local law?

We are active in many countries around the world and we are committed to complying with the laws and regulations in each country where we operate. Our Code applies wherever we are and is supported by policies,

instructions and procedures, which may include country specific variations in order to comply with local legislation.

## What if it does not answer your question?

Our Code provides guiding principles for how we do business and how you should act. It doesn't describe every situation that might occur, and the right action may sometimes be unclear. When this is the case, use our Five steps to make the right decision.

### What happens if you don't follow it?

Failure to comply with Our Code or supporting policies, instructions or procedures can have serious consequences for both the company and you. The company can face large fines, regulatory sanctions and loss of goodwill. You may be exposed to disciplinary actions, even including termination of employment.



# A conversation with our Chairman and CEO

We sat down with our Chairman Marcus Wallenberg and CEO Micael Johansson to talk about Our Code.

In our discussion we talked about what the code means for a defence company, what is expected from managers, leaders, and employees and how the code applies to all parts of Saab.

View the conversation by clicking on the link to the right. You can also visit SaabNet or Saab.com to take part.

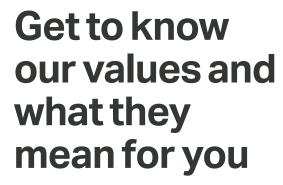


We take care of our people

We protect our assets

We do business with integrity

We operate with excellence



Our values - trust, drive and expertise - reflect the soul of our company. We have developed them over time and they set standards for the right behaviours, for us as a company and for you as an individual.

In the work with Our Code we have, together with colleagues from all over the world and from all parts of the organisation, defined the behaviours we believe are the most important to manifest our values in our daily work.



#### **Trust**

We are global citizens, honest and reliable and keep our promises.

- You play fair and by the rules.
- You care about the people around you.
- You deliver on your promises.

#### **Drive**

We have a passion for innovation, are open to change and are committed to being fast and flexible.

- You are curious and embrace new ideas.
- You adopt sustainable thinking in all decisions you make.
- You care about the end result.

#### **Expertise**

We combine knowledge and skills and encourage constant learning.

- You share knowledge and collaborate.
- You value input from others.
- You support your colleagues to fulfil their potential.



We take care of our people

We protect our assets

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We operate with excellence

# Five steps to make the right decision

Like life in general, work is full of decisions, and we will all at times face situations where Our Code won't provide us with any concrete guidance. Using our five step guide will help you to make the right decision also in those situations. Think of it as an ethical checklist to help you deal with new circumstances, challenges and dilemmas. Learn it and apply it!



#### Stop and reflect

Be mindful of situations where there is no clear "right" or "wrong". Does the situation make you feel uncomfortable? How does it affect Saab? How does it affect others?



#### **Gather the facts**

Do you know the facts? Is there any information missing? Are there any rules or procedures that should be applied?



#### Assess the situation

Is it consistent with our values and behaviours? Are you setting a good example? Would you still feel proud of yourself and Saab?



#### Seek advice

Talk to your colleagues or manager, consult a subject matter expert or contact our Ethics and Compliance team. If you prefer to be anonymous, ask a question through our whistleblowing hotline.



#### Act and learn

Make an informed decision and follow up on the result. Was it as expected? And what did you learn from the situation?



### Speak up

We want you to speak up or seek advice if you see something that you suspect violates Our Code or if you are unsure how to apply it in any given situation. To speak up is to be loyal with the company and our values.

There are multiple ways of raising concerns or seeking advice, choose the one you feel most comfortable with:

- Speak with your manager.
- Contact the Human Resources team.
- Reach out to the Ethics and Compliance team.
- Use the Saab Group whistleblowing hotline (some countries also have a local whistleblowing system).

To speak up when something does not feel right can take courage and make you feel uncomfortable. That's why Saab will treat your report confidentially and you have the option to report anonymously using the Saab Group whistleblowing hotline.

Regardless of how you speak up, Saab will not tolerate any form of retaliation. Indeed we consider acts of retaliation a violation of Our Code.



Ask a question through our whistleblowing hotline.

# Our sustainability commitment

Peace and security are fundamental for human rights and freedom. We contribute to sustainable development by delivering capabilities that allow our customers to protect people and society.

## We contribute to sustainable development

Saab is committed to contributing to sustainability and being part of society's transition. We aspire to be an industry leader within the field.

As an employee you have a key role in realise Saab's sustainability efforts by always considering environmental and social aspects in your daily work.

## **UN Global Compact**

Our Code is based on the ten principles of the UN Global Compact on human rights, labour, the environment, and anti-corruption.

It is also aligned with our commitment to the OECD Guidelines for Multinational Enterprises and the UN Guiding Principles on Business and Human Rights.

#### Saab's Sustainability Strategy

Our Sustainability Strategy takes lead from our mission to keep people and society safe. It has three main strategic focus areas:



The UN Sustainable Development Goals where Saab has greatest positive contribution.



## Contributing to Resilient and Safe Societies

We enable sustainable development through our contribution to resilient and safe societies.

#### **Prioritised areas:**

- Business and Human Rights
- Export Compliance
- Anti-Corruption
- Information Security



### Driving green and social Transition

We always consider how we can create a positive impact on people, society and the environment.

#### Prioritised areas:

- Climate impact
- Circular economy
- Hazardous substances
- Occupational health and safety



### Partnering for Innovation

We realise sustainability committments through innovation and partnerships.

#### Prioritised areas:

- Diversity and inclusion
- Innovation
- Industrial co-operation and partnership



# We take care of our people

#### Content

- → The preferred employer
- → Health and safety
- → Diversity, inclusion, and respect



We do business with integrity

We operate with excellence

# The preferred employer

#### Why

We aspire to be the preferred employer for both our existing and prospective employees. To be and remain an attractive employer is critical for longterm success.

#### We

- Want our employees to bring their true selves to work.
- Promote an open and trustful work environment.
- Encourage our employees to continuously learn, develop, and explore their full potential.
- Know the value of a healthy balance between work and recreation.
- Want all employees to perform at their best through clear individual targets.
- Strive for technology leadership through innovation, collaboration, and a constant willingness to explore.
- Offer our employees the opportunity to be part of a greater mission.

#### You

• Are our most important asset!





We take care of our people

We protect our assets

We do business with integrity

We operate with excellence

# Health and safety

#### Why

Our employees are our most valuable asset. We want to have a safe and healthy work environment every day.

#### We

- Provide safe and healthy workplaces.
- Work systematically to identify health and safety risks and to eliminate accidents, illnesses, and injuries.
- · Promote health and wellbeing.
- Monitor and investigate all work-related accidents and incidents.
- Recognise the opportunities and challenges of remote working.
- Are each other's work environment.

#### You

- Understand your work-related health and safety risks and how you can mitigate them.
- Pay attention to safety precautions at your workplace and when travelling.
- Immediately stop work and report tasks that may cause injury or illness to you or your colleagues. Do not compromise on health and safety to get the job done.
- Report all accidents and incidents according to local procedures.
- Keep updated on where fire equipment, first aid kits, and emergency exits are located. Your knowledge may save lives.
- Are considerate to the wellbeing of your colleagues.



#### **Read more**

- ► Health and Safety Policy
- ► Place of Work Policy

#### **Trust**

You care about the people around you

SAAB I CODE OF CONDUCT

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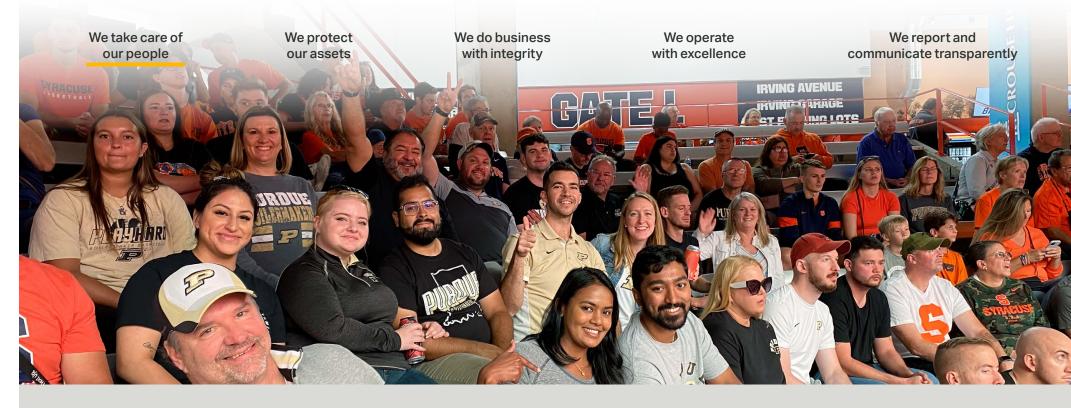
# Diversity, inclusion, and respect

#### Why

We firmly believe that diverse, inclusive, and respectful workplaces bring out the best in us.

#### **Read more**

► Diversity and Inclusion Policy



#### We

- Appreciate that diversity, inclusion, and respect require continuous effort, discussion, and reflection.
- Work to make Saab a more diverse and equal company at all levels.
- Never accept discrimination in any form.
- Do not tolerate bullying, harassment, or abusive behaviour.
- Treat everyone fairly and with respect.

#### You

- Actively seek and value the views and perspectives of others.
- Take time to listen and to understand your colleagues.
- Make people feel welcome and included.
- Actively fight unconscious bias.
- Are thoughtful and considerate when you communicate.
- Treat others fairly and equally.

#### **Expertise**

You value input from others



# We protect our assets

#### Content

- → Secure operations
- → Use of company assets
- → Sensitive information
- → Personal data
- → IT environment





We take care of our people

We protect our assets

We do business with integrity

We operate with excellence

We report and communicate transparently

# Secure operations

#### Why

Protecting our employees, assets, and operations from qualified threats is an integral part of our business, as is compliance with customer and regulatory security requirements. Security is key to our success.

#### **Read more**

► Security Policy

#### We

- Promote security awareness throughout our operations and value chain, based on a solid analytical framework.
- Comply with national and customer security laws, regulations, and policies.
- Control access to our premises through appropriate security arrangements.
- Perform the appropriate security vetting of employees and consultants.
- Educate our employees and conduct regular security exercises.
- Make it easy to detect and report security incidents.

#### You

- Always have your Saab-ID with you within the premises and request to see others' before you let them in.
- Respect camera and photo restrictions within our premises.
- Follow our deployment-ready procedures for safe business travel.
- Participate in required security trainings.
- Stay alert and report any security threats or suspicious activities.



# Use of company assets

#### Why

Our company assets are critical to our ongoing operations and long-term business success. To protect and care for them is everyone's responsibility.

#### **Read more**

► Intellectual Property at Saab

#### We

- Protect all company assets whether financial, physical, or intellectual – from theft, loss, damage, misuse, or unauthorised access.
- Use company assets with care and only for legitimate purposes.
- Apply the same standard of care to the assets of our customers, business partners, and suppliers.

#### You

- Only use company assets, or assets belonging to others, for authorised purposes and secure them when not in use.
- Help to maintain our assets in good working condition. Follow applicable work instructions and user manuals.
- Consult your local legal support or Group Legal Affairs on how to best protect intellectual property.
- Use patents, trademarks, know-how and other intellectual property in accordance with internal policies and instructions.

- Never try to benefit personally from the use or disposition of company assets without authorisation.
- Report any theft, fraud or misuse of company assets.

#### **Trust**

You play fair and by the rules



We do business with integrity

We operate with excellence

# **Sensitive** information

#### Why

Information is a valuable asset that must be treated with care regardless of form. Unauthorised use or disclosure of sensitive information can significantly hurt our business, customers, and partners.

#### **Read more**

► Security Policy

#### We

- Protect information in accordance with all applicable requirements, including laws, regulations, and contractual undertakings.
- Classify information to ensure the right protection regarding confidentiality, availability, integrity, and traceability.
- Treat information obtained from others as we expect them to treat information received from us.
- Do not try to access or collect confidential or restricted information from others, or make unauthorised use of their proprietary information.
- Never use illegal or dishonest methods to obtain information.

#### You

- Store sensitive information in accordance with applicable requirements.
- Do not try to access information that you are not authorised to use.
- Only share sensitive information internally on a need-to-know basis.
- Do not share sensitive information externally unless there is a business reason to do so and always follow proper confidentiality procedures.
- Do not use your private email to conduct company business.
- Are mindful when conducting business in locations where others may overhear or read over your shoulder.
- Understand that your obligation to protect sensitive information may continue even after your employment with Saab ends.





### Personal data

#### Why

We treat personal data entrusted to us with care and protect it from misuse. It's about respecting everyone's privacy.

#### **Read more**

- ► Data Privacy Policy
- ► Data Protection Portal



#### We

- Only collect, process, and store personal data where there is a legitimate reason to do so.
- Are transparent about how we process personal data.
- Assess processes, IT systems, and software to make sure that personal data is safe and secure.
- Investigate security incidents to assess if they also involve a potential personal data breach.

#### You

- Only collect and process personal data that is relevant and required.
- Only use personal data for its intended purpose and only share it with those that have a legitimate reason to receive it.
- Protect personal data from loss or misuse by following our information security regulations.
- Report immediately, if you become aware that personal data has been misused or lost.
- Participate in required data privacy training.

We do business with integrity

We operate with excellence

### **IT** environment

#### Why

IT systems help enhance the efficiency of our operations but may also represent vulnerabilities and are increasingly at risk from external threats. Stay alert!

#### **Read more**

► Open Source Software Policy

#### We

- Invest in IT systems and processes to support our business, increase operational efficiency, and safeguard security.
- Seek to optimise maintenance and support by use of common IT tools.
- Are committed to maintaining a secure IT environment.

#### You

- Only use our IT systems for legitimate purposes and never download, store, or share illegal or offensive content.
- Only use Saab-approved devices for work and never download unapproved software or connect to IT infrastructure that is not trusted.
- Follow internal policies regarding cloud solutions and open-source software.
- Remain vigilant for phishing attacks.
  Be cautious about clicking on unknown links or attachments.
- Promptly install Saab requested security updates on work related IT tools.
- Limit your personal use of company IT equipment.
- Immediately report any loss of Saab IT equipment.





### We do business with integrity

#### **Content**

- → Human rights
- → Anti-bribery and corruption
- Conflicts of interest
- → Export controls and trade sanctions
- Competition law
- → Interacting with Governments



### **Human rights**

#### Why

Respecting and upholding human rights is the essence of our mission to keep people and society safe.

#### **Read more**

- ► Responsible Sales Policy
- ► Modern Slavery Policy
- ► Conflict Minerals Policy
- ► Supplier Code of Conduct
- ► Sustainability Portal

#### We

- Will never tolerate human rights abuses in any part of our operations.
- Recognise national labour laws and international labour standards.
- Respect our employees' right to join, or not join, trade unions and to collectively bargain. Give trade union representatives access to their members and workplaces.
- Work systematically to identify, mitigate, and avoid potential human rights violations in our supply chain.
- Analyse and assess our sales leads for potential human rights risks through our responsible sales process.
- Don't accept child labour, human trafficking, or any form of forced labour.

#### You

- Respect the human rights of all those you encounter in your work, both within and outside Saab.
- Follow our rules and procedures when managing suppliers.
- Follow our rules and procedures for responsible sales.
- Speak up if you suspect that human rights could be violated.





We take care of our people

We protect our assets

We do business with integrity

We operate with excellence

# Anti-bribery and corruption

#### Why

Corruption damages society, weakens trust, ruins reputation and exposes those involved to serious legal consequences. It's bad business and has no place in our operations.

#### Read more

- ► Anti-Bribery and Corruption Policy
- ► Ethics and Compliance Portal

#### We

- Do not tolerate corruption in any form.
- Work systematically to identify and mitigate corruption risks.
- Are aware of the risks for indirect bribery and therefore only work with business partners that we trust and feel comfortable with.
- Do not accept or participate in money laundering activities.
- Never offer or accept gifts or hospitality that may be seen as an attempt to gain an improper business advantage.
- Do not let commercial pressure compromise our zero-tolerance approach to corruption.

#### You

- Never offer or accept payment or anything else to influence a business decision or government action.
- Do not enter into an agreement with a business partner without first adhering to Saab's due diligence procedures.
- Contact your local legal support or Group Legal Affairs if you ever face a transaction that involves unrelated parties, unusual payment methods or companies in tax havens.
- Follow Saab's guidelines for gifts and hospitality.
- Never accept common local standards as an excuse for corrupt practices.
- Participate in required anti-bribery and corruption training.
- Speak up if you are ever offered or asked for a bribe or suspect corrupt practices.



#### What is corruption?

Corruption is the abuse of entrusted power for private gain.



### What is money laundering?

Money laundering refers to the process by which criminals seek to conceal the origin of money obtained from illicit activities to make them appear to have come from a legitimate source.



We take care of our people

We protect our assets

We do business with integrity

We operate with excellence

# Conflicts of interest

#### Why

Our work should always be performed in the best interest of Saab. We must never mix personal and company interests as it may prevent us from making correct decisions.

### We

- Seek to avoid conflicts of interest and are transparent with them where they exist.
- Rely on all our employees to conduct their work in the best interest of Saab.

#### You

- Keep personal interests separate from company interests.
- Ensure that business decisions are based on objective criteria.
- Try to avoid uncounscious bias or favouritism.
- Inform your manager if you suspect that you have a conflict of interest.
- Follow recommended actions to manage a conflict of interest.



### What is a conflict of interest?

A conflict of interest occurs when your personal interests interfere or may appear to interfere with Saab's interests.

Examples could include:

- Running a side-business or having a board assignment.
- Being in a close relationship with someone you supervise or may hire.
- Dealing with a business partner where you have close family or friends.

#### **Read more**

- ► Prohibition of Competition and Additional / Sideline Activity
- ► Ethics and Compliance Portal

"Would my manager or colleagues trust my judgement if they knew I was in this situation?"

# Export controls and trade sanctions

#### Why

Complying with export controls and trade sanctions is fundamental to sustaining our business and demonstrating that Saab is a reliable partner. It's part of our license to operate.

#### **Read more**

- ► Export Control Policy
- ► Responsible Sales Policy

#### We

- Comply with export controls and trade sanctions.
- Recognise that some of our products may be controlled as products for dual use.
- Realise that these laws do not only apply to physical assets but also to information, for example in the form of technical data, software, or technologies.
- Make sure to always know whom we are dealing with and never deal with sanctioned countries or parties.

#### You

- Check export control restrictions and trade sanctions before you start working on a business lead.
- Verify whether the product or information is military or dual use.
- Follow trade and export control procedures when transferring information or physical assets across borders.
- Always comply with Saab's requirements regarding sanctions screening.
- Participate in required training on export controls and trade sanctions.
- Turn to our Export Control experts, if you have any questions.



### Competition law

#### Why

Competition drives innovation, economic growth, and prosperity. We want a level playing field where companies compete on the merits of their products and win business fairly.

#### **Read more**

#### We

**Trust** 

I play fair and

by the rules

- Promote free and fair competition and comply with all applicable competition laws.
- Never collaborate with competitors to restrict competition.
- Make sure that trade association activities. do not infringe competition laws.
- Respect the special responsibility to not abuse market power in markets where we may have a stronger position.
- Acknowledge that competition laws also apply in relation to distributors and suppliers.

#### You

- Do not agree with competitors on price fixing, bid rigging or market allocations.
- · Never share pricing, market strategies, or other commercially sensitive information with competitors.
- Make sure that meetings with competitors have a legitimate purpose and are properly recorded.
- Carefully consider the scope and impact of any exclusivity arrangements with a customer or business partner. Never team with a business partner to reduce competition.
- Keep up to date on our policies, instructions, and procedures, and contact your local legal support or Group Legal Affairs if you are unsure how to proceed.



► Competition Law Policy



# **Interacting with Governments**

#### Why

To interact with policy makers on issues of national security and defence nature is an integral part of our mission. We must always do so responsibly.

#### **Read more**

- ► Interacting with Governments Policy
- ► Ethics and Compliance Portal



#### We

- Ensure that information and insights provided to policy makers are accurate and correct.
- Comply with all applicable laws, regulations, and internal instructions regarding lobby activities.
- Respect applicable revolving door regulations.
- Never use company funds to sponsor political parties or candidates.
- Do not favour one political party or candidate over another.

#### You

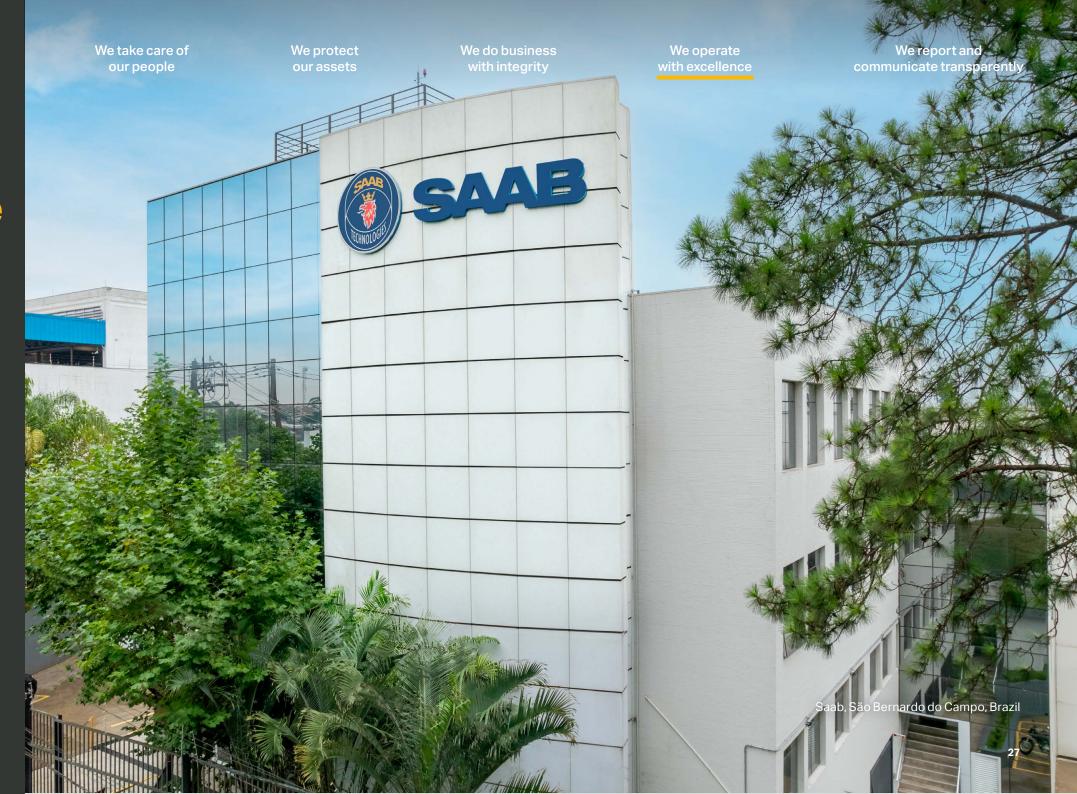
- Always comply with Saab's Government Interaction Policy.
- Follow Saab's due diligence procedure for business partners when hiring a third party to support interaction with governments.
- Keep your personal political activities or preferences separate from your role at Saab.



# We operate with excellence

#### Content

- → Working together
- → Environment and climate
- → Product quality and safety
- → Innovation and new technologies



# Working together

#### Why

We work together to streamline operations, improve efficiency, and push technological boundaries. We are one Saab!

#### We

- Put our customers first and deliver on our promises.
- Recognise our internal customers and their needs.
- Share information and knowledge across Saab organisations, where information requirements allow.
- Seek to realise synergies and improve performance through common processes and by drawing on digitalisation opportunities.
- Welcome feedback and speak up when red flags arise.

#### You

- Identify and engage with your internal stakeholders to see the bigger picture.
   Work cross-functionally, when needed.
- Understand your customer's requirements and needs, and act on those contractually or internally agreed.
- Take pride in finding common solutions, simplifying, and reusing.
- Take responsibility for your own deadlines.
  Be proactive and ask for help if you need assistance.
- Seek to implement improvements so that they sustain. Avoid short-term thinking.
- Give feedback and learn from mistakes.

#### **Trust**

You deliver on your promises

#### **Drive**

You care about the end result

#### **Expertise**

You share knowledge and collaborate





# **Environment** and climate

#### Why

The environment and climate are everyone's responsibility. We want to do our part.

#### **Read more**

- ► Environmental Policy
- ► Environmental Portal



#### We

- Work proactively to reduce our own environmental and climate-related impacts and those of our value chain.
- Leverage on technology, resources, innovations, and partnerships to advance the environmental and climate transition.
- Apply lifecycle and circular perspectives in the decisions we make.
- Standardise our ways of working to minimise environmental and climate risks and identify improvement opportunities.
- Comply with all applicable environmental laws and regulations.
- Set targets and use Key Performance Indicators to measure improvements and hold ourselves accountable.

#### You

- Are aware of the potential environmental impacts your work may have.
- Always consider the environmental and climate impacts, both positive and negative, when making decisions in your work.
- Act with caution when working with hazardous substances and ensure that you know how to manage them safely.
- Keep up to date on our environmental processes and apply them.
- Share your ideas on how to do the job more resource efficiently.

#### **Drive**

You adopt sustainable thinking in all decisions you make

We do business with integrity

We operate with excellence

# Product quality and safety

#### Why

Our customers rely on our products to protect their people, societies, and borders. We must never compromise on quality and safety.

#### We

- Always comply with applicable quality and safety standards and ensure that our products conform to specified requirements.
- Know that robust quality is essential to safety and constantly strive to improve the quality of our products.
- Apply established quality management systems throughout the product life cycle.
- Never make use of counterfeit components.
- Report and investigate all quality or safety concerns.

#### You

- Understand and follow our quality management systems.
- Follow documented processes and procedures to ensure product quality and safety. Never cut corners.
- See to it that identified quality issues or safety risks are taken care of.
- Actively identify and promote opportunities to improve our ways of working.
- Report quality and safety concerns to your manager.

### Read more

- ► Quality Policy
- ► System Safety Policy
- ► Open Source Software Policy

#### **Drive**

You care about the end result



#### **Counterfeit goods**

are products or components, often of inferior quality, made or sold under another brand without the brand owner's permission.



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# Innovation and new technologies

#### Why

Emerging technologies are critical to Saab's future and can hold enormous potential benefits for us and our customers. But they may also present risks and require careful ethical and legal considerations.

#### **Read more**

- ► Design Principles for Autonomous Functions
- ► Autonomous Functions and Systems Policy
- ► Innovation and Technology Portal



#### We

- Embrace new technologies and constantly develop our expertise to drive innovation.
- Recognise the importance that new technologies may hold in realising our mission.
- Are respectful of the risks and challenges associated with the use and development of new technologies.
- Proactively develop internal policies and design rules to address ethical and legal aspects in relation to the use and development of new technologies.
- Never develop technologies whose intended use would violate international or national legal norms.

#### You

- Are open to new ideas and technologies.
- Dare to challenge conventions and embrace change.
- Constantly explore how new technologies can benefit our mission.
- Consider the ethical and legal aspects of the technology that you are working with and follow internal policies and rules.
- Contact Group Strategy if you need guidance around our policies and rules.

#### **Drive**

You are curious and embrace new ideas



#### **Content**

- Recording and reporting business information
- > Stock market and inside information
- → Communication and media





# Recording and reporting business information

#### Why

Accurate, correct, and transparent reporting in all parts of our operations is fundamental to governance, efficiency, and credibility. It gives control, drives performance, and builds trust.

#### **Read more**

- ► Tax Policy
- ► Delegation of Authority



#### We

- Maintain accurate business records in all parts of our operations.
- Report information about our business transparently, truthfully, and timely, and in accordance with internationally recognised accounting and reporting standards.
- Use IT systems and procedures to ensure the quality and integrity in our reporting.
- Pay taxes according to the laws and regulations wherever we do business.

#### You

- Record and report information about our business honestly and accurately. Never misstate facts or enter information you know is incorrect.
- Make sure that financial information always correctly reflects the underlying transaction.
- Comply with delegated authority levels for approval of financial and other business decisions.

- Record working hours and business expenses accurately and according to local procedures.
- Never claim compensation for expenses unrelated to Saab's business.
- Never delete or destroy any business records unless in accordance with company guidelines or procedures.
- Speak up if you suspect fraud involving our business records.

### Stock market and inside information

#### Why

Saab is listed on the stock exchange, and complying with laws and stock market rules regarding information disclosures and inside information is fundamental to uphold the market's confidence.

- ► Information Directive According to Stock Market Rules

#### We

- · Communicate and publish inside information and other regulatory information in a timely and structured manner.
- Log and keep track of all persons that have access to inside information.
- Maintain an active and non-selective dialogue with the financial market.
- · Only communicate with the financial market through official spokespersons.

**Inside information** 

is non-public information that would likely have a significant effect on the

stock price of the Saab share. Examples include financial information, major

orders, and mergers and acquisitions.

#### You

- Understand that you as an employee can have access to inside information.
- Never buy or sell shares or encourage others to do so based on inside information.
- Never disclose inside information to others. including colleagues (unless specifically authorised to do so), family or friends.
- Seek advice from Group Legal Affairs if you are unsure if you are in possession of inside information.
- Refer queries regarding Saab's performance, financial data, or forecasts to our Investor Relations team.



#### Read more

► Managing Inside Information



### Communication and media

#### Why

It is important that our stakeholders understand us. Clear, fair, and timely communication improves performance, strengthens our brand, and builds trust.

#### **Read more**

- ► Communication Policy
- ► Social Media Guide for Employees

#### We

- Strive to always communicate in a clear, fair, and timely manner, both internally and externally.
- Have official spokespersons for press and media to ensure high standards and consistency in our public statements.
- Encourage employees who so wish to engage with Saab on social media.

#### You

- Refer all media enquiries to Saab's official spokespersons.
- Are clear, fair, and timely in your communication. Never make false or misleading statements regarding Saab or anyone else.
- Remember that you are representing Saab when using your company email or communicating in your work. Act professionally and with integrity.
- Stay up to date with our Social Media Guide for Employees.



