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### Introduction

#### **ABOUT THE REPORT**

Business, governments and individuals are becoming increasingly aware of what is needed to ensure the sustainable development of companies and the world as a whole. Posten Bring has worked systemically on sustainability since 2010 and reports annually on the most material topics. You can read about our initiatives and results from the last year in the Integrated Annual Report 2023 and in this fact booklet, which is a supplement with detailed tables, guidelines, targets and indicators.

#### **ABOUT POSTEN BRING**

The Group has a turnover of NOK 24 394 million. Total capital is NOK 19 587 million with an equity ratio of 29.7 per cent. There are 12 649 employees in 11 countries in the Group. In addition to having its own employees, services are also purchased from partners such as Post in Shops and subcontractors of transport services. A change from the previous reporting period is that this year's report is base on a new double materiality analysis from autumn 2023, where our stakeholders identified seven key areas where we can make a difference. The changes from the previous materiality analysis are described on page 17 of the Integrated Annual Report. The report is also based on the value creation model prepared in 2022 (page 15 of the Integrated Annual Report).

#### **ABOUT THE REPORTING**

Reporting is conducted in accordance with GRI Standards and the period covered is from 1 January to 31 December 2023. Reporting takes place annually and this year's report will be published on 22 March, after being reviewed by the Board of Directors on 21 March 2024. It is available at postenbring.no. The English edition will be available from 2 May 2024. The report for 2022 was published on 31 March 2023 after being reviewed by the Board of Directors on 30 March 2023. For financial reporting purposes, the Group has split operations into two segments, Mail and Logistics. The rest of the integrated annual report does not have this division. We present a consolidated group for the Group, where nothing else is specified, in the same way as for the consolidated financial statements. Read more about what is included under see "General information" (IR page 110). There are separate grounds for consolidation for the climate accounts (IR page 24), the statement on the Transparency Act (IR page 60) and for the "Equality Statement" on page 16.

Posten Bring participates in external initiatives together with the following organisations: The UN Global Compact, Zero, Skift, Nordic CEOs for a sustainable future, She Index, EU Clecat, H2 Truck, MIT, the Red Cross, Digital Norway, Næring for klima, Nordic Circular Hotspot, 2030 Secretariat, Antler, Startup-Lab, Open Innovation, Digital Innovation for Growth and NHOs Grønt Landtransport Program. Posten Bring is a member of the following associations: International Post Corporation, PostEurop, Nordic Swan Purchasing Club and Grønt Punkt.



### We have divided the 2023 reports as follows:

- Integrated Report: How we work on our value creation and what we have achieved
- Fact booklet: Detailed tables, guidelines, targets and indicators

### In addition, we have the following independent reports:

- Executive Salary Report:
   On salary policy and remuneration of Group management.
- Green bonds: About the Group's work on green bonds

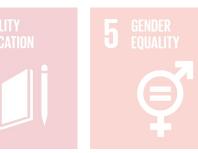
The point of contact for questions about the report is Ida Aamodt-Hansen, ida.aamodt-hansen@posten.no.

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13 CLIMATE ACTION





DECENT WORK AND ECONOMIC GROWTH





# 5 of the UNs 17 Sustainable Development Goals that are material for us

**SUSTAINABLE CITIES** 

**AND COMMUNITIES** 

## **Goal 8: Decent work and economic growth**

**8.2)** Increase economic productivity through diversification, technological modernisation and innovation, including an emphasis on profitable and labour-intensive sectors.

**8.5)** Achieve full and productive employment and decent work for all women and men, including young people and persons with disabilities, and achieve equal pay for equal work by 2030.

**8.8)** Protect workers' rights and promote a safe and secure working environment for all workers, including immigrants and especially female immigrants, as well as workers in difficult working conditions.

### **Goal 9: Industry, Innovation and Infrastructure**

**9.4)** By 2030, upgrade infrastructure and restructure business to become more sustainable, with more efficient use of resources and greater use of clean and environmentally friendly forms of technology and industrial processes,

where all countries make an effort based on their own ability and capacity.

### **Goal 11: Sustainable Cities and Communities**

11.6) By 2030, reduce the negative impact on the environment in metropolitan areas measured per capita, among other things by placing special emphasis on air quality as well as public and other forms of waste management.

#### **Goal 13: Climate Action**

13.3) Strengthen the ability of individu-

als and institutions to counteract, adapt and mitigate the consequences of climate change and their ability to provide early warnings, and to strengthen knowledge and awareness of this.

#### **Goal 17: Partnership for the Goals**

17.17) Multi-stakeholder partnerships:
Stimulate and promote well-functioning partnerships in the public sector, between the public and private sectors and in civil society based on the partners' experiences and resource strategies.

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## Our stakeholders

We have a broad stakeholder group that has differing requirements and expectations. They help set the framework for our sustainability work. The most material topics we report on are defined on the basis of where our stakeholders believe we have the greatest influence.

#### **Employees**

- Working conditions and safe working conditions
- Climate: efficient driving and loading, and pace of change

#### **Capital market**

- Ambitious climate targets and adaptation plans
- ▶ Plans to reduce impact on nature
- Gender balance and equality
- ▶ Transparent reporting

#### **Business customers**

- Climate: restructuring of the vehicle fleet and good climate reporting
- Good supply chain follow-up
- ► Facilitate the circular economy
- Collaborate with other stakeholders (share charging infrastructure, streamlining and groupage)

## Insights from external interviews



#### Owner

- Climate work and restructuring efforts
- ▶ Plans to reduce impact on nature
- Good supply chain follow-up
- Facilitate the circular economy
- ► The highest possible return within a sustainable framework

#### Interest organisations

- Climate: continue to be good at restructuring
- Cooperation with other actors
- Requirement for universal design.
- Make the industry more attractive

#### **Suppliers**

- Working conditions: safe working situation and work-life balance
- Make working as a professional driver attractive
- Supply chain ethics

#### Local communities

- Great potential to be at the forefront of diversity and inclusion
- ► Good supply chain follow-up
- Responsibility for impact on nature, increased cooperation with municipalities
- Pollution becomes a local problem,Posten Bring thus has a responsibility

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## Climate change



- Reducing climate change
- ▶ Climate change adaptation
- Energy

#### **GRI** indicators

**305-1:** Energy consumption in the organisation

**305-1:** Direct emissions of greenhouse gases (CO2e)

**305-2:** Energy – indirect emissions of greenhouse gases

**305-3:** Other indirect greenhouse gas emissions

**305-4:** Greenhouse gas emissions intensity

#### WHY IS THE TOPIC MATERIAL?

Climate change is not coming, it is already here, it is happening all over the world and constantly increasing in severity. Record-breaking forest fires, heatwaves and extreme weather in 2023 have shown that climate change is the greatest challenge of our time. With current policies, the world is heading toward 2.9 degrees of global warming according to the Emissions Gap report from the UN Environment Programme (UNEP). Changes in temperatures, a rise in sea levels and extreme weather are

damaging critical infrastructure and have consequences for human life and health. In order to achieve the goals of the Paris Agreement, the world needs to take more action faster, and we need to adapt to the climate change already here. An important prerequisite for reducing greenhouse gas emissions is to transition the transport sector from fossil energy sources to renewable energy sources. An increased need for energy will make energy efficiency even more important.

Norway has reduced emissions by almost 5 per cent compared to 1990. The transport sector accounts for about one-third of national greenhouse gas emissions. Although total emissions from transport have fallen, there has been a strong growth in commerical road transport. Emissions from heavy goods vehicles and vans have increased by 90 per cent from 1990 to 2021. Posten Bring is one of the largest logistics providers in the Nordic region. Our operations contribute to significant greenhouse gas emissions when shipping letters, parcels and freight using our own vehicles and

other purchased means of transport in the Nordic region. The extreme weather Hans has shown us that climate change also occurs here. Safeguarding against floods and landslides is becoming increasingly important for protecting people and infrastructure.

Posten Bring carries out a climate risk analysis each year, where we look at risks and opportunities in the short, medium and long term. We are well underway to phase out vehicles running on fossil energy sources. An increasing share of electric vans and lorries requires charging infrastructure that will significantly increase the need for energy going forward. It is therefore crucial to get sufficient access to energy, streamline energy consumption and increase renewable energy production.

#### **GUIDELINES**

One of the four main goals in the Group strategy is to be the best at sustainable value creation. Our ambition is to be a driving force in the transition to a lowemission society. Greenhouse gas emissions and energy are among the most

material topics in our climate and environmental work. Our Corporate Sustainability Policy, where we will ensure compliance with legal requirements, and stakeholder expectations of responsibility for greenhouse gas emissions, which the Group influences and which the business is affected by. Corporate Staff Strategy, Sustainability and Communication have the overall responsibility for ensuring a holistic and systematic approach to climate and environmental work. The staff also has professional responsibility for adapting to and reducing climate change.

- All significant direct and indirect greenhouse gas emissions are reported annually according to the GHG protocol, through a reporting system, and are certified by an external third party, as part of the sustainability information cerfication in line with the GRI framework.
- Long-term climate targets have been developed in line with the latest climate science, following the Science Based Targets (SBT) framework, and have been approved and verified by (SBTi).
- Climate and environmental work is followed up in quarterly reports on

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the Group's and management's KPI map, and is anchored in the business management processes.

- The Board of Directors and Group
   Management are continuously updated
   on the status, risk profile and ongoing
   initiatives within climate and environ mental work.
- Energy consumption and energy efficiency measures are monitored at each location and in collaboration with Corporate Staff Property.
- Bring Ventures makes direct investments in start-ups that create solutions for sustainable technology.

Sustainability managers in the divisions ensure that operations are realigned and operate according to our strategy, ambition and goals. A Group-wide **Environment and Purchasing network** consisting of resource persons from the divisions and Corporate Staff Purchasing and Corporate Staff Property ensures that we act in a uniform manner towards the supplier market. In addition, in 2023, a climate and environmental forum was created with level 3 leaders to ensure sharing of experiences, best practices and collaboration across the business. Furthermore, a Green Finance Committee has been established with resources from Finance, Sustainability, Communication and Analysis & Controlling with the aim of ensuring that funding is in line with the ambitions for climate and the environment.

#### TARGETS AND INDICATORS

An important part of being a driving force is for us to have leading climate and environmental goals. In 2023, the Group has revised and decided to apply for a new climate target in line with SBT's Net Zero standard. The new SBT target is an 85 per cent absolute emission reduction in scope 1 and 2 and a 30 per cent absolute emission reduction in scope 3, compared to 2022. This is in line with the Paris Agreement's goal of limiting global warming to 1.5 degrees. Furthermore, the Group has an ambition of net zero emissions by 2040. Science-based climate targets are expected by the owner, and all stakeholders have highlighted greenhouse gas emissions as a significant topic for Posten Bring.

The Group has a group-wide KPI that measures the share of vehicles running on renewable and fossil-free energy sources. Annual goals are set per division based on SBT in the roadmaps towards 2030, where progress toward the KPI goal is reported quarterly. The KPI consists of self-owned vehicles and some selected regular suppliers. At the start of 2020, the proportion of vehicles running on renewable and fossil-free energy sources was 23 per cent. By the end of 2023, the proportion had increased to 50 per cent. In addition, we have a KPI that monitors greenhouse gas emissions from self-owned vehicles each quarter, to ensure that measures are aligned with the SBT target.

#### **Group energy consumption (302-1)** in terrajoules

	2021	2022	2023
Renewable	633	320	87
Fuel Transport			
HVO	176.09	31.21	19.01
LBG	1.92	5.89	20.11
Energy: buildings			
Electricity	454.61	282.88	48.08
Bio-oil	-	-	0.04
Fossil	1 176	901	1 025
Fuel Transport			
Diesel	1 091.10	837.72	687.15
Gasoline	1.20	1.29	1.50
Fuel buildings			
Natural gas	-	-	0.37
Energy: buildings			
Electricity	-	-	258.63
District heating	83.40	62.01	77.47
Total	1 808	1 221	1 112

#### General footnote

- -The Group has a target of net zero emissions in 2040, which depends on technologies in carbon capture and storage. We want to help scale the market for this and are currently working on a comprehensive strategy associated with carbon offsetting. Consequently, no guarantees of origin were purchased in 2023.
- -The sources of emission factors are based on factor sets from DEFRA, adjusted for national variations in revenue requirements for biofuels in diesel. For electricity and district heating, a factor from the IEA and Norwegian Water Resources and Energy Directorate (NVE) are used for consumption in Norway. Data has been obtained from the climate accounts.

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**GRI** indicators

**305-7:** Nitrogen oxides (NOx), sulphur oxides (SOx), and other significant emissions to air

### **Pollution**

- Air pollution
- Soil pollution
- Microplastics



#### WHY IS THE TOPIC MATERIAL?

Posten Bring's activities contribute to various forms of pollution to air and soil and the release of microplastics. Pollution of air from, among other things, nitrous oxide (NOx), sulphur oxide (SOx), and particulate matter are consequences of road transport. Sea transport and air transport included in our value chain are other sources of emissions to air. We focus heavily on reducing air pollution, and through new climate targets we are actively working to reduce greenhouse gas emissions in addition to other pollutants.

We are working to increase our know-ledge of pollution to soil and microplastic emissions. Through our materiality analysis, we have identified new elements of pollution that we will focus more on going forward. Chemicals in tyres wear when driven on the road and can be released to soil and water. Road wear causes the release of substances into the asphalt and other articles such as microplastics and paints.

The largest source of microplastics emissions from land is from tyre wear. According to our tyre supplier Michelin, total pollution from tyres in Norway is thought to be 8,000 tonnes. There are approximately 3.5 million vehicles in Norway, which account for approximately 2.3 kilograms of microplastic emissions per vehicle. Posten Bring's own and suppliers' vehicles comprise approximately 4,200 vehicles, which contribute to the emission of 9.7 tonnes of microplastics. If we double this, given that longer distances are driven in our business than an average vehicle, we can say that the business contributes to the emission of 19.3 tonnes of microplastics annually.

Despite the fact that air pollution is reduced with increased use of electric vehicles, it is known that these vehicles are somewhat heavier and thus increase wear on tyres and roads. On large vehicles, the difference is minimal, as the battery does not make up the majority of the weight of the vehicle. However, it is an area we need to understand better and work on to reduce

emissions. Pollution to soil is also seen in the context of natural work. What this looks like in practice is still evolving.

Several of the activities related to the property business can also contribute to pollution, e.g. painting, development, and waste management. We have a strong focus on reducing impact and have requirements for reducing pollution from development as part of the BREEAM-NOR environmental certification.

#### **GUIDELINES**

The overall principles for the work on pollution are embodied in the Group's sustainability policy and through environmental requirements as part of terminal operations and development activities. The principles are operationalised through Group-wide goals to reduce greenhouse gas emissions, in HSE procedures and through good training programmes at terminals and for drivers.

Corporate HSE procedures specify that the employer must have an overview of what chemicals are used in the

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company, and how the chemicals must be handled in order to ensure a sound working environment and to prevent negative environmental impact. A digital substance database collects safety data sheets for hazardous chemicals used.

#### TARGETS AND INDICATORS

Reducing greenhouse gases and converting to electric vehicles are measures to reduce air pollution. The Group's decision to set science-based climate targets (SBT targets) is an indirect target for reduced pollution to air. The Group KPI, which annually measures the share of vehicles running on renewable and fossil-free energy sources, contributes to reduced air pollution when replacing fossil combustion engines with low and zero-emission technology. The KPI consists of self-owned vehicles and selected regular suppliers, and is as a result an indirect target and indicator of reduced pollution to air from road transport.

Furthermore, driving scores are part of the KPI map in the Vehicle Operations business area, where drivers are measured on how economical and climate-efficient the drivers of each unit are. AddSecure delivers driving scores on a scale of 0-100, of which 100 is best, based on Vecho boxes installed in the cars. We are setting more ambitious goals. In 2022, the target was 75,

while the target was adjusted up to 80 in 2023. The result was 78. Eco-driving has a significant positive impact on emissions to air from road transport. In addition, in 2023 we have put in place a measurement of Euro class technology on all vehicles that drive for the Group in Norway through an API with the Norwegian Public Roads Administration. For 2024 the ambition is to also put this in place for vehicles in Sweden and Denmark

Before establishing the Group's goals for reducing pollution as well as that to, in 2024 we must work to understand and specify Posten Bring's impact.

This involves dialogue with the research community, among other things. NIVA aims to increase our knowledge and form a basis for establishing specific goals and measures to reduce impact.

### Nitrogen oxides, sulphur oxides, and other significant emissions to air (305-7) in tonnes

Emissions of CO2e	2022	2023	Change in % last year
Secondary emissions <sup>1</sup>			
СО	336	317	-5.6%
NMVOC	96	105	8.0%
NOx	1 141	1,116	-2.2%
PM	205	193	-5.9%
SOx	521	512	-1.6%
Total	2 299	2 243	-2.4%

CO: carbon monoxide,

**NMVOC:** volatile organic compounds except methane,

NOx: nitrogen oxides, PM: particulate matter, SOx: sulphur oxides

The sources of emission factors are based on factor sets from DEFRA and HBEFA according to the same methodology as for the climate accounts. See IR page on 24 for more information.

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## Biodiversity and ecosystems



- Direct impact on drivers for biodiversity loss
- Impact on the extent and condition of ecosystems

#### **GRI** indicators

**305-2:** Significant consequences of activities, products and services on biodiversity

#### WHY IS THE TOPIC MATERIAL?

Biodiversity and ecosystem services form the basis of the entire global economy. Nature provides us with many important benefits that are essential to human life and welfare - free of charge. It gives us clean water, food and medicines. In addition, it stores carbon, absorbs heat and curbs flooding and landslides. How we use nature affects the climate, while climate change affects nature. Keeping nature in good condition is therefore essential in the face of climate change. Nevertheless, the loss of natural diversity in Norway and the world is increasing. The main reason is the overexploitation of nature.

There are several areas where Posten Bring both affects and depends on nature. Our terminals require large areas of land and have required the exploitation of different types of natural environments and the pollution of natural areas. Other elements closely related to our value chain that threaten nature are the development of charging infrastructure, more renewable energy and the use of raw materials in vehicles and products that we use.

Nature's self-regulating ability to, for example, curb flooding and bind carbon are other natural benefits that our organisation benefits from. Our deliveries are reliant on easy access, something we felt in August 2023 when the extreme weather Hans occurred. Increasing extreme weather and a reduction in nature's self-drainage capacity is a risk landscape we need to accept from both a climate and natural perspective.

In 2023, we have carried out work to increase our knowledge of the impact on nature within our property business. The survey work indicates that we have

an impact on biodiversity and the ecosystem based on the area we are building and managing. Financial risk on the basis of natural considerations has also been identified.

Understanding the complex and dynamic relationships between biodiversity and ecosystems is a great work. We have a lot left to learn about our impact, risks and opportunities and will spend the year 2024 on concretising how to work on reducing our negative impact and increasing positive contributions to nature.

#### **GUIDELINES**

Our sustainability department is responsible for following up on our work on nature. Natural risk analysis is incorporated into our climate risk analysis processes. We use the method from Taskforce on Nature-related Financial Disclosures (TNFDs) in mapping our impact, risks and opportunities. The work is initially limited to our largest owned and leased terminals, as well as new projects under development.

The work consists of reviewing documentation from Property and manual mapping of the natural basis, land changes and species diversity at our largest properties. In 2023, we have mapped terminals in Norway. In 2024, we will map our other Nordic properties. Sources used in the work:

- Species Data Bank; NIN Mapping and Norwegian Red List for Species 2021
- The Norwegian Environment Agency's Natural Base: conservation areas, flora and fauna, historical aerial photos
- Ecology reports from BREEAM certifications
- Norwegian Geological Survey

#### TARGETS AND INDICATORS

Nature is a new topic for us and we still have a big job ahead of us in understanding and concretising what this means for us. Over the next year, we will continue our efforts to understand our impact on nature and will set ambitions, goals and measures to reduce negative impact and increase our positive contribution wherever we can.

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### Own workforce

Equal treatment and equal opportunities for all







SOCIAL CAPITAL

- **401-1:** New employments and staff turnover
- **403-1:** Management system

**GRI** indicators

- **403-2:** Hazard identification, risk assessment and incident investigation
- **403-3:** Occupational health service
- **403-4:** Employee participation in HSE work
- **403-5:** HSE training
- **403-6:** Promotion of employees' health
- **403-7:** Prevention and reduction of health and safety issues in the workplace
- **403-9:** Work-related injuries
- **404-2:** Programmes for employee competence raising and realignment
- **404-3:** Proportion of employees who have regular assessment and development reviews
- **405-1:** Diversity in management bodies and among employees
- **405-2:** Relationship between base salary and remuneration of women in relation to men by category of employee
- **406-1:** Number of incidents of discrimination and measures initiated in connection with these

#### **Working conditions**

Working conditions

#### WHY IS THE TOPIC MATERIAL?

As an employer, Posten Bring has a responsibility to ensure that the working environment for our employees is fully sound and health-promoting. In September 2023, a new main objective of being the most attractive workplace was included in the corporate strategy.

A working environment that is safe and health-promoting will contribute to lower sick leave, lower staff turnover, fewer injuries and high-quality deliveries. By enhancing employee commitment and development, ensuring good relationships between employee and manager, and increasing competence in health, working environment and safety, we can create attractive workplaces for our employees.

#### **GUIDELINES**

The Group has numerous and diverse tasks that affect the laws and regulations that apply specifically to the individual unit. We undertake to comply with applicable laws and regulations and to act in accordance with the applicable coope-

ration arenas. Targets for sickness absence, disability, personal injuries and near misses are determined and reported. We have procedures for reporting cases of harassment and discrimination. More specifically, our guidelines are described in the following text on an ongoing basis.

#### **HOW WE WORK WITH HSE**

HSE is high on the agenda in all management and Board meetings, which helps to maintain awareness of the topic throughout the Group. Our goal is to ensure a fully sound physical and mental working environment that promotes employee health – our most important resource.

We facilitate a health-promoting work environment, which also helps to increase well-being and to reduce the costs associated with absenteeism and turnover. If employees become ill or are injured, it is important that we have the best processes to follow up. When people are at work, productivity and quality of services increases, employee satisfaction improves, and we achieve major cost savings.

The Group works continuously to follow up employees with the highest sickness absence and the initiatives to get them back to work. In addition, systematic follow-up of everyone who falls ill contributes to predictable processes for those involved and a faster return to the workplace.

The model for sickness absence followup is used for the entire business in Norway and supports our working in a purposeful, solution-oriented manner and caring manner on the follow-up of sickness absence. The model emphasises the importance of preventive interviews to prevent potential sickness absence.

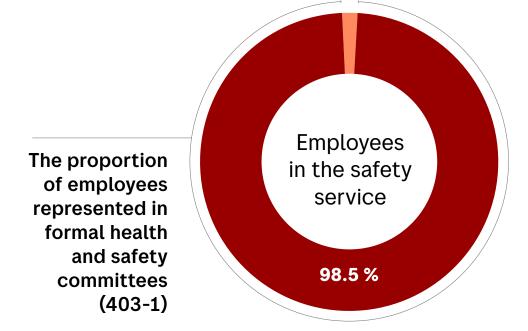
The theme for the 2023 HSSE Leadership Training was the working environment. The training is mandatory for managers across the Group and shows how safety and well-being affect the working environment, results and profitability. The course focuses on the importance of the relationship between employee and manager, coping-oriented management and health promotion factors such as autonomy and commitment.

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The manager's role in the development of attractive workplaces is central, and this year's training has therefore been named "The manager – the most important factor in the working environment".

#### **Management system**

Our management system for health, safety and the environment is based on the Working Environment Act and associated regulations. The system includes all employees, including subcontractors and hired temporary staff who perform work under Posten Bring's management. Reporting of personal injuries is carried out in accordance with Federation of Norwegian Industries' standard for all our employees. In addition to legal requirements, the management system is also based on requirements in ISO 9001 and the Group's own "HSE Safety Standard" which has been established on the basis of regulatory requirements and risk factors that have been identified in the business.



### HSE organisation, responsibilities, authority and tasks

- The CEO has the overall responsibility for the work on health, safety and the environment (HSE) in the company.
- The CEO has delegated responsibility and authority for HSE work to all managers with personnel responsibility.

#### The individual manager is responsible for:

- Health, safety and the environment (HSE) for the unit/units under the manager's responsibility and has the authority to prioritise and finance work environment measures in accordance with current budget authorisations, and the "Routine description for the WEC".
- Implementing HSE measures in accordance with HSE plans/SMART plans and Posten Bring's HSE procedures.
- Following up on HSE in accordance with our management system.
- Ensuring active participation by employees and their representatives in accordance with the Routine description for the WEC. In places with the colocation of multiple operational lines and/or divisions, the overall HSE responsibility is clarified between the lines.

#### **HSE authority and responsibility**

- Corporate staff People and Organisation provides technical assistance to the CEO, Group Management and the divisions.
- Corporate staff HR and Organisation has professional responsibility for the

- company's HSE policy, HSE development concepts, internal regulations and routines for HSE work, including professional contact with the divisions on policy issues, overall plans and divisional or company requirements that arise.
- Corporate staff People and Organisation is a professional driving force and has a special task in contributing to collaboration across the Group and to developing policy and best practice.
- Corporate staff People and Organisation delivers a separate HSE report every month which shows the company's HSE results compared to this year's goals.

### Hazard identification, risk assessment and incident investigation

Several different instruments are used in the work of mapping risk and preventive safety work. This is described in the document "Best practices in safety work".

Compliance with this shall contribute to building and maintaining a solid safety culture. The identification of risk factors in the business is carried out in many different ways:

A. Risk assessments in the HSE area shall ensure that we systematically consider what could cause injury or illness in the workplace, and ensure that preventive measures are implemented. The manager is responsible for ensuring that risk assessments are carried out.

- B. Safety inspections: As a minimum, all units in the company shall carry out an annual safety inspection with a set theme to be reviewed. If the safety inspection has not been completed, this will be caught in the annual self-assessment and followed up further. All improvement points are followed up through a separate action plan (Smart plan).
- C. The registration of near-accidents is an important tool in mapping risk factors. Incidents that could have led to injury are registered and followed up with measures.
- D. Investigations: Serious incidents are investigated. The purpose is to uncover underlying causes and ensure learning to prevent recurrence.
- E. Audits and self-evaluations: A separate "HSE Safety Standard" has been prepared and applies to all operating units in the Group. The standard is used for conducting audits and for the annual self-evaluations conducted by each unit.
- F. All employees can report deviations from the current HSE regulations through the Group's whistleblowing service. Whistleblowing can be undertaken anonymously and employees will be protected from retaliation.

We are not always able to predict when work tasks are considered to be immediate hazards to employees' lives and health. To ensure that our co-workers do

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not take risks in such working situations, we have implemented a set of ground rules for the safety work in Posten Bring; the "Be Sure" rules. "Be Sure" means that we should be confident that no one is harming themselves, but also that everyone should be sure that reports of risks are taken seriously by all managers.

The Be Sure rules are:

- Safety first
- Don't walk on by
- Report

In addition, the safety representatives have a special responsibility to monitor such risk situations with the right to stop hazardous work. This right has been used in dangerous, unforeseen working situations for us where local management and the safety service have then cooperated to resolve the situation in the safest and most constructive way for all parties involved.

#### **Occupational health service**

Posten Bring uses Avonova Helse as our occupational health service in Norway and Sweden. The occupational health service shall assist in the preventive work on health and the working environment, and will provide the manager with professional HSE advice and assistance in advance of and during decision-making processes of significance to the working environment.

The occupational health service is an important contributor with professional health assessments in sickness absence cases. They can assist employers, employees and their representatives in a wide range of working environment issues.

The occupational health service also has a 24-hour emergency number, which can assist Posten Bring in the event of accidents and serious incidents every day of the year. Psychologists, organisational psychologists, corporate doctors, specialists in occupational medicine, occupational hygienists, physiotherapists and nurses work in the occupational health service.

With effect from 1 January 2023, several changes to the Working Environment Act related to the use of occupational health services came into effect. The Act specifies that the overall assistance of the occupational health service must focus on preventive occupational health, working environment, and safety work. General health checks, comprehensive investigations, lifestyle measures and all forms of treatment shall not be part of the tasks of the occupational health service.

Furthermore, the legislator emphasises that the services of the corporate health service should be risk-based. Assistance from the occupational health service

must therefore be based on risk conditions made known through research and statistics, Posten Bring's own risk assessments, or risk assessments carried out by the occupational health service itself.

The regulations further require that the occupational health service be able to document that the assistance is aimed at the preventive risk-based work in the business.

#### **Employee participation in HSE work**

Employee participation in the systematic HSE work is important and is ensured in several ways:

- Individual safety interviews with each employee in all operational departments.
- Local collaborative groups consisting of a leader, safety representative and employee representative, with eight to ten meetings per year.
- Third-party meetings (manager, safety representative and employee representative + HSE resource) at the regional and divisional level, 8-10 meetings per year.
- Central working environment committee (four meetings per year, twelve meetings in preparatory works council)

#### **HSE training**

All employees shall have sufficient knowledge and skills in the systematic HSE work, and be familiar with the hazards and problems associated with the performance of their own work tasks.

This is ensured through various instruments:

- Annual internal HSE training for managers.
- HSE basic training with the necessary refresher course for safety representatives and members of the 3-party collaboration.
- Training in sickness absence, job security, emergency preparedness and crime for managers.
- Training in first aid.
- Ergonomic training for terminal workers, drivers and delivery staff.
- E-learning with the help of a Groupwide module for security (security).
- Training on work equipment and machinery.
- Training for participants in industrial protection.

#### **Promotion of employees' health**

To motivate activities to achieve health benefits, we have a number of measures that can be used by our employees.

Good health gives them more energy at work and both efforts and well-being can be improved. It is also profitable for the company that employees come to work fit and healthy. We can mention examples of measures such as:

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- Courses and advice for activities from the occupational health service.
- For special requirements (psychologist appointments and physical treatment)
- Measures to promote physical activity
- Fitness room and training facilities at our premises.
- The use of gyms with which we have a company agreement (not sponsored).
- The use of so-called "energy breaks" so that anyone can exercise in the office, in their own living room or outdoors when it suits them, specifically adapted to those sitting in their home office.
- Financial support can be given to teams and associations of a social, sporting or cultural nature run by or for the employees of the company.
- Offering healthy food in the canteen; subsidy schemes from the employer.

## Prevention and reduction of health and safety issues in the workplace

The prevention of health hazards is achieved through risk assessments at the local level, by carrying out safety inspections and by the comprehensive registration of near-accidents/adverse events. These are incidents that under slightly different circumstances could have led to personal injury. These registrations are communicated in writing or orally to the manager who registers the incident and describes measures to prevent its recurrence.

All registered incidents are followed up in collaboration meetings in the individual department.

### Hazards that pose a risk of injury with serious consequences:

Systematic registration and follow-up of all personal injuries shows that the most serious hazards are related to our road transport, handling of trailers/ containers, and loading/unloading of large, heavy goods. In addition, the driving of forklift trucks in our terminals poses a significant risk. In 2023, loading/ unloading of cargo and forklift truck driving led to two high-consequence incidents for our own employees. In addition, we had a high-impact incident for an employee as a result of a fall on the ice during mail distribution. The loading/unloading incident was investigated, the other two incidents were handled locally and reported in the discrepancy system. Actions related to all three incidents have been implemented in the organisation. A total of 71 investigations have been carried out in which measures to prevent recurrence have been described.

#### Work-related injury (403-9) Distributed by employee type

Work-related	20	22	2023		
injuries	Own employees	External employees¹	Own employees	External employees <sup>1</sup>	
Number of fatalities	0	0	0	0	
Number of high-risk injuries	0	0	3	0	
H1 value	4.0	12.2	3.8	0	
H2 value	7.0	19.7	6.4	2.6	
Number of injuries (H2)	141	8	130	1	
Million hours worked	20.0	0.41	20.3	0.39	

<sup>&</sup>lt;sup>1</sup> Applies to hired temporary staff in Posten Bring AS

#### Injuries, fatalities and sickness absence (403-9) Distributed by organisation

	H1	H2	Fatalities	Sickness absence in %
The Posten Bring Group	3.8	6.4	0	6.7
Posten Bring AS	3.8	6.4	0	7.1
Nordic Network	4.6	7.6	0	7.4
International Logistics	1.6	2.5	0	3.5
Mail	0.0	0.0	0	3.8
<b>E-Commerce and Logistics</b>	0.8	2.4	0	4.9
Next	0.0	0.0	0	4.1
Shelfless	4.3	9.8	0	9.6

Posten Norge AS		
	Women	Men
Absence due to illness percentage	8.6%	6.5%
H1	3.1	4.2
H2	5.7	7.2



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#### New employees as a percentage (401-1)

Total number and percentage of new hires, divided by age, gender and region - compared to the total number of employees in the Group

The Group						
Age interval	Number of men	Men in %	Number of women	Women in %	Total number	Number in %
Under 30 years old	519	4%	209	2%	728	6%
30 to 50 years old	531	4%	208	2%	739	6%
Over 50 years old	117	1%	38	0%	155	1%
Total	1 167	9%	455	4%	1 622	13%

In Norway						
Age interval	Number of men	Men in %	Number of women	Women in %	Total number	Number in %
Under 30 years old	397	4%	157	1%	554	5%
30 to 50 years old	302	3%	136	1%	438	4%
Over 50 years old	52	0%	20	0%	72	1%
Total	751	7%	313	3%	1 064	10%

Outside Norway						
Age interval	Number of men	Men in %	Number of women	Women in %	Total number	Number in %
Under 30 years old	122	7%	52	3%	174	10%
30 to 50 years old	229	14%	72	4%	301	18%
Over 50 years old	65	4%	18	1%	83	5%
Total	416	25%	142	8%	558	33%

#### Resignation in number and turnover as a percentage (401-1)

Total number and percentage of turnover - by age groups, gender and region, permanent employees - compared to the total number of permanent employees in the Group

The Group						
Age interval	Number of men	Men in %	Number of women	Women in %	Total number	Number in %
Under 30 years old	217	2%	130	1%	347	3%
30 to 50 years old	274	2%	107	1%	381	3%
Over 50 years old	187	2%	80	1%	267	2%
Total	678	6%	317	3%	995	8%

In Norway						
Age interval	Number of men	Men in %	Number of women	Women in %	Total number	Number in %
Under 30 years old	173	2%	92	1%	265	3%
30 to 50 years old	194	2%	77	1%	271	3%
Over 50 years old	175	2%	73	1%	248	2%
Total	542	5%	242	2%	784	7%

Outside Norway						
Age interval	Number of men	Men in %	Number of women	Women in %	Total number	Number in %
Under 30 years old	44	3%	38	2%	82	5%
30 to 50 years old	80	5%	30	2%	110	7%
Over 50 years old	12	1%	7	0%	19	1%
Total	136	8%	75	5%	211	13%

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## **Equal treatment and equal opportunities**

#### WHY IS THE TOPIC MATERIAL?

In the Group, equal treatment, diversity and inclusion are high on the agenda. We have several measures to increase diversity and a focus on ensuring inclusion and equal opportunities for all employees. As well as being a legal requirement, we believe that this pays off. Employees who feel included and a sense of belonging are happier and more committed. And committed employees are important for innovation and value creation for our customers.

Increasing diversity among our employees is only one aspect of the work.
Equally important for us is working with inclusion and belonging. Employees should have equal opportunities to use and develop their unique competence, and their differences should be valued and considered a strength.

A key objective of our strategy is to be the most attractive workplace.

As a group, we will be able to attract, develop and retain key competence.

Placing competence highly gives the Group a common direction and guidelines for the importance of working with competence development in all parts of our company.



#### **GUIDELINES**

Corporate Staff People and Organisation is responsible for the joint development, maintenance and implementation of strategies and systems for competence management, learning and development. Mylink Competence and support systems for learning are the Group's channel for co-arranging and highlighting the Group's collective competence measures.

All managers shall work to ensure that their employees have equal opportunities at work, regardless of an individual's background. HR departments across the Group work with different processes and measures to increase diversity and ensure inclusion. The specialist manager in Corporate Staff HR and Organisation has an overall professional responsibility and works continuously to identify risks, define goals, implement initiatives and evaluate results.

We report on compliance through guidelines and requirements in the activity duty, with a gender equality report and an account of our work for equal opportunities and against discrimination. In addition, we follow the GRI framework.

#### TARGETS AND INDICATORS

In 2023, we launched a new strategic key objective of being the "Most Attractive Workplace". Among other things, this means that we should have a health-promoting and inclusive working environment, and co-workers who are always developing. An overall goal is for the diversity of the Group to reflect the diversity of society. We have also set a specific goal of 40 per cent female managers by 2030.

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#### **EQUALITY STATEMENT**

In line with Section 26a of the Equality and Discrimination Act, we present the actual equality situation in the business and what is done to fulfil the duty of activity under the law. The report includes Posten Bring AS and its subsidiaries in the Posten Bring Group with over 50 employees, who do not have their own annual report.

Part 1 explains the actual equality situation in our business. The report for Posten Bring AS includes a survey of gender balance as a whole and distributed by working family, documentation of wages, the proportion of temporary and part-time employees and the proportion on parental leave.

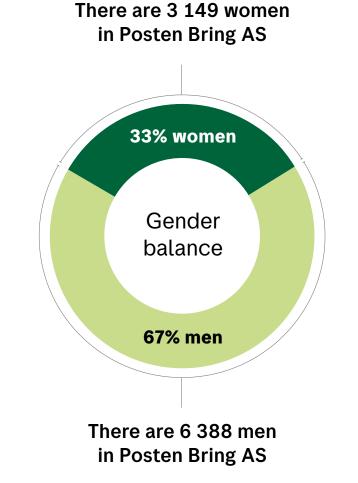
For the subsidiaries, gender balance is presented in total in the business, number of temporary employees divided by gender, average use of parental leave divided by gender and number of women and men with part-time positions. According to the regulations, mapping of involuntary part-time must be carried out at least every two years. The results of the latest survey were presented in the Integrated Annual Report for 2022.

Part 2 deals with the actual work that has been carried out to fulfill the duty of activity under the law.

#### Part 1: Gender equality situation

#### 1. Gender balance in the business

Posten Bring AS employed 3 132 women and 6 353 men at the end of 2023. This means a female proportion of 33 per cent, which is equal to the proportion in 2022. We aim to increase gender balance in the business and are working on various initiatives related to this. This is a work we need to continue to work on both strategically and operationally to achieve our goals. For the Group overall, the proportion of women in 2023 was 32 per cent.



#### 2. Gender distribution in different job families

Below is a survey of the number of women and men distributed among twelve job families in Posten Bring AS.

	Women	Men	Total	Proportion of women
Distribution	1 245	1 720	2 965	42%
Operations and traffic management	119	395	514	23%
First-line managers	88	233	321	27%
Customer care	199	90	289	69%
Management level 1-3	24	35	59	41%
Apprentices and young workers	21	40	61	34%
Middle managers	97	118	215	45%
Production	821	1 827	2 648	31%
Sales	34	49	83	41%
Staff and support	368	455	823	45%
Technical	4	70	74	5%
Transport	112	1 321	1 433	8%
Total	3 132	6 353	9 485	33%

We see a majority of men in most job families. However, there are exceptions. We see an almost equal gender balance in several large job families, such as distribution, middle management and staff and support. The groups where we have the longest to go when it comes to gender balance are operations and traffic management, technical and transport.

We work continuously to increase the proportion of women in the Group, and especially among the groups where the

gender imbalance is greatest. The proportion of women in the Apprentices and Young Workers group was 27 per cent in 2022, and has increased to 34 per cent in 2023. The majority of female apprentices work as professional drivers.

It shows that in recent years, efforts to attract more women to transportation, through campaigns where we have highlighted our talented female drivers, seem to produce results among young people.

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#### Gender distribution of employees and managers of the Posten Bring Group (405-1 b)

Posten Group					
Employee category	Women	Men	Total	Proportion of women in %	Proportion of men in %
Senior Executive	36	116	152	24%	76 %
Executive	245	525	770	32%	68%
Employee	3 741	7 986	11 727	32%	68%
Total	4 022	8 627	12 649	32%	68%

#### Age distribution of employees sorted by gender in Posten Bring Group (405-1 b)

Posten Group					
Age	Women	Men	Total	Proportion of women in %	Proportion of men in %
Under 30 years old	714	1 586	2 300	31%	69%
30 to 50 years old	1 537	3 655	5 192	30%	70%
Over 50 years old	1 771	3 386	5 157	34%	66%
Total employees	4 022	8 627	12 649	32%	68%

Posten Bring have a long tradition of equal pay for equal work. We adhere to the collective agreements, have good cooperation between the parties, and a gender neutral salary system. The table on the right shows that women as a whole have somewhat higher pay on average than men in Posten Bring AS. Excluding management levels 1-3, women overall have somewhat lower salaries than men on average, at 96.2 per cent. The survey shows, as in the previous year, that the biggest pay gap is in sales, where women's wages are 89

per cent of men's wages. The lowest pay gaps are in transportation, distribution, customer care and among first-line managers. We continue to investigate any systematics where there is an imbalance and consider any measures to correct this.

The CEO's salary amounts to 12.4 times the median income of other employees in Posten Bring AS<sup>1</sup>. Salary growth for the CEO was 4.8 per cent in 2023. That is 0.1 percentage points lower than the median growth in the company.

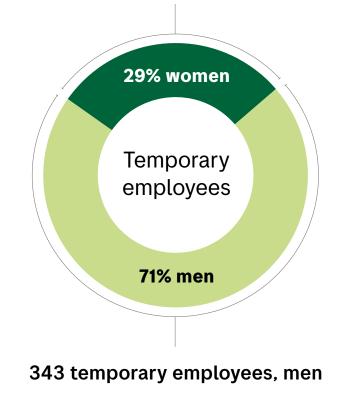
#### 3. Salary mapping distributed by job family in Posten Bring AS (405-2)

	Women's salary as a share of men's				
	Base salary	Gross salary	Gross salary with additions		
Distribution	100.2%	99.3%	98.9 %		
Operations and traffic management	96.9%	97.1%	94.6 %		
First-line managers	99.2 %	99.3%	98.9%		
Customer care	97.9%	98.3%	98.3%		
Management level 1-3	105.8%	106.7%	106.7%		
Middle managers	94.8%	95.2%	95.2%		
Production	99.2%	97.9%	96.1%		
Sales	89%	88.7%	89.1%		
Staff and support	95.8%	96.1%	95.8%		
Technical	97.6%	94.3%	95.8%		
Transport	100%	100.6%	99.4%		
Total	102.1%	102.4%	100.7%		

#### 4. Temporary employees

At the end of 2023, there were 480 employees with temporary positions at Posten Bring AS. The proportion of women was 29 per cent. The number of temporary employees has increased from 454 employees in 2022. We strive at all times to have the lowest possible proportion of temporary workers, but in periods with significantly higher workloads, temporary roles are necessary to meet operational needs. In the Group overall, there were 546 employees with temporary positions in 2023.

#### 136 female temporary employees



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<sup>&</sup>lt;sup>1</sup> Median income is defined as base salary deducted from the senior manager's salary.

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Number of permanent and temporary employees in the Group, divided by country and gender (2-7 a and b i and ii)

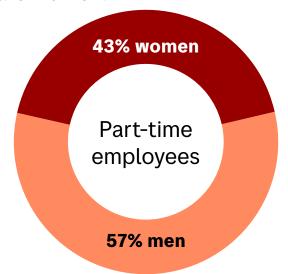
Country	Perma	nent	Tempo	orary	Sum
	Women	Men	Women	Men	
Norway	3 312	7 154	146	361	10 973
Sweden	410	747	7	23	1 187
Denmark	84	221			305
The Netherlands	16	38		9	63
The United Kingdom	15	26			41
Finland	11	22			33
Poland	12	12			24
Greece	7	5			12
Germany	1	4			5
Belgium		4			4
Hong Kong	1	1			2
Sum	3 869	8 234	153	393	12 649

Number of part-time and full-time employees in the Group, divided by country and gender (2-7 b IV and v)

Country	Part-	time	Full-	time	Total
	Women	Men	Women	Men	
Norway	901	1 262	2 557	6 253	10 973
Sweden	35	33	382	737	1 187
Denmark	12	4	72	217	305
The Netherlands	6	4	10	43	63
The United Kingdom	3	1	12	25	41
Finland		1	11	21	33
Poland			12	12	24
Greece			7	5	12
Germany			1	4	5
Belgium				4	4
Hong Kong			1	1	2
Total	957	1 305	3 065	7 322	12 649

#### 5. Part-time

At the end of 2023, there were 2 037 part-time employees in Posten Bring AS. 57 per centof these are men and 43 per cent are women.



We continue to promote a full-time culture within the organisation and safeguard part-time employee preferential rights. All our vacancies are visible and announced on our intranet. We also work with many health-promoting efforts, leadership training and everyday adaptations based on each employee's unique needs. However, it is important to emphasise that our business relies on a certain proportion of part-time positions, and we employ those who want to work part-time for various rea-

sons. For the Group overall, there were 2 262 employees who worked part-time in 2023. 42 per cent of these were women and 58 per cent were men.

#### 6. Caring for young children

Number of weeks on parental leave (on average)				
Women	Men			
24 weeks	13.5 weeks			

Among Posten Bring AS employees who took parental leave in 2023, women took out 24 weeks on average, and men 13.5 weeks on average. We see that this unequal distribution of leave is typical of how parents divide the leave among themselves in society as a whole. We continue to work on fostering a culture where all parents are encouraged to take the time they want and need with their children, regardless of whether they are a mother or a father.

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	Gender I	balance	Temporary	employees	Use of pare	ental leave	Part-tin	ne work
Company	Number of women	Number of men	Number of women	Number of men	Women's use of parental leave¹	Men's use of parental leave <sup>1</sup>	Part-time women	Part-time men
Bring Cargo International Norway AS	40	59	1	1	0	6.9	3	3
Bring Cargo AS	48	70	3	3	23.8	11.2	1	6
Bring Courier & Express Norge AB	30	61	0	4	2.7	11.9	2	6
Bring Home Delivery Norge AS	14	103	0	15	13.8	11	0	17
Bring Intermodal AS	18	47	0	0	29.5	0	0	1
Bring Linehaul Bildrift AS	6	142	1	13	0	3	1	13
Posten Bring Bildrift AS	53	430	4	9	17.5	8.6	11	89
Bring Warehousing AS	61	181	0	0	24	10.3	0	0

<sup>&</sup>lt;sup>1</sup> Average number of weeks

### Part 2: Work for equal opportunities and against discrimination

We follow Section 26 of the Equality and Discrimination Act, which deals with the employer's duty of activity. We work actively to prevent discrimination on the basis of gender, pregnancy, leave due to birth or adoption, caregiving duties, ethnicity, religion, belief, disability, sexual orientation, gender identity, gender ex-pression, or combinations of these grounds.

Our work on gender equality and against discrimination includes the areas of recruitment, pay and working conditions, promotion and development opportunities, facilitation and the possibility of combining work and family life. Furthermore, we work to prevent harassment,

sexual harassment and gender-based violence.

Posten Bring does not accept any form of discrimination or harassment, and we have a stated zero tolerance for sexual harassment. We have good procedures for handling bullying and harassment cases and we believe that zero tolerance has an effect. We must therefore continue with initiatives and information campaigns. All employees of the Group have a duty to report their own perceived, observed or suspected bullying and harassment. They can tell their manager, manager's manager, safety representative, elected representative, the company health service or HR. In addition, we have a Group joint whistleblowing scheme which shall be a "safety valve" and

a supplement to the other mentioned channels.

The Group's unit for misconduct did not handle any cases concluding that discrimination had taken place during 2023. We are working to improve our processes in this area including capturing incidents of discrimination within the Group.

In the organisational survey, in 2023, four percent of the respondents answered yes to questions about whether they had been subjected to bullying or harassment at the workplace in the past twelve months. One percent answered yes to questions about whether they had experienced unwanted sexual attention.

We have had a case before the Discrimination Board in 2023 where it was concluded that parts of the functionality of Posten Bring's solution for parcel boxes was in violation of the Discrimination Act for persons with disabilities. Remedial action has been taken after the decision, which means that the relevant circumstances have ceased. Read more in the chapter on «Consumers and endusers» on page 27.

Below we highlight some examples of our ongoing diversity and inclusion work.

The first part deals with the work performed at the Group level. Thereafter, an account is presented for those of our subsidiaries who are covered by the duty of activity and disclosure for

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employers and who do not have their own annual report.

The risk assessment for each area is carried out at the Group level and the majority of the goals, plans and procedures developed apply to the entire Group, regardless of the individual employee's company affiliation. This means that the reporting for each subsidiary will be relatively equal. The companies covered by the reporting requirement therefore often refer to what is carried out Group-wide, with certain exceptions for possible company-specific initiatives and goals.

#### **POSTEN BRING AS**

### **1. Recruitment** What is the risk:

Posten Bring is a large Nordic group where most, but not all, managers have experience or knowledge of how to implement a professional and equal recruitment process. There is thus a risk that discrimination may occur in some recruitment processes, due to insufficient competence, for example, on unconscious attitudes and lack of measures to standardise the selection process.

#### What is being done:

During 2023, we have updated our internal policies and clarified how our managers and recruitment advisors should work equally to promote gender

equality and prevent discrimination. We have also specified that when recruiting for management positions, efforts must be made for both genders to be represented among the final candidates. In those processes where it is difficult to achieve gender balance, an active candidate search must be used.

In addition, we continuously train managers and HR across the organisation. This will further professionalise our recruitment processes and provide competence-based recruitment methodology and awareness of unconscious attitudes.

#### **Goals and responsibilities:**

We want to be an attractive employer for candidates who represent diversity. Our goal is to adapt our recruitment processes so that we even better reflect the diversity of society in all parts of the organisation.

Recruitment advisors in Corporate Staff People and Organisation, together with recruiting managers, are responsible for recruitment strategy and selection methodology that will in the short and long term increase diversity through recruitment processes.

## 2. Promotion and development opportunities

#### What is the risk:

Among our employees in operational roles, many have minority backgrounds

and we know that there are employees who have higher formal competence that they cannot fully use in their current position. There is thus a risk that some of our employees will not be able to further develop their expertise in the desired direction. At the same time, we consider it a risk for the business not to use the professional expertise that exists among our employees.

#### What is being done:

After a comprehensive recruitment process, five selected participants started the internal development programme "Together, we make the difference" in May 2023. This is a development programme for employees with a minority background who have experience or education in areas of expertise that are important to the Group, which they cannot use in their current role. Participants have varying experience, such as in IT and finance.

Until the spring of 2024, they will join another department in the Group where they can develop their expertise in the desired direction. All participants have been matched with a mentor who provides support during the program and participants meet during gatherings to take part in competency-developing content and share experiences.

#### **Goals and responsibilities:**

The programme aims to ensure develop-

ment opportunities for employees with minority backgrounds. Furthermore, the aim is to increase diversity and bring in new perspectives across the organisation. It is the Development and Recruitment department of the Corporate Staff People and Organisation who is responsible for coordinating and operating the programme.

### **3.Pay and working conditions**What is the risk:

In the integrated annual report for 2022, a survey of involuntary part-time work was presented among our Norwegian employees, and the results showed that 14 per cent of part-time employees work part-time involuntarily. That means we have a group of part-time employees who want to work more than they do today. The survey also showed that the most common reason why an employee works part time is reduced work capacity as a result of poor health. A risk of involuntary part-time work is that it can, among other things, have economic consequences and affect the potential for desired advancement and development opportunities.

#### What is being done:

During the year we have continued to promote a full-time culture within the organisation and safeguard part-time employee preferential rights. All our vacancies are visible and announced on our intranet. We also work with many

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health-promoting efforts, leadership training and everyday adaptations based on each employee's unique needs.

#### **Goals and responsibilities:**

The goal is to reduce the proportion of people who work involuntarily part-time by the next survey. Responsibility for strategy and goal achievement lies with HR in the divisions. Each manager is also responsible for monitoring the employees who involuntarily work part-time, with support from HR and the occupational health service.

#### 4. Facilitation

#### What is the risk:

Today, there are legal requirements and guidelines for how services should be designed to include a functional diversity when we create services and products for customers outside the Group. This does not exist for internal services and interfaces with our employees and therefore we at Posten Bring now want to take a step ahead to ensure that our employees are included and can do their tasks in the best possible way.

#### What is being done:

To include all employees in the best possible way, we have developed guidelines for the development of internal services and products throughout the year. In practice, this means that our teams developing services or digital applications for 100 users or more shall be

designed according to selected technical requirements such as contrasts, text sizes, usability and more. Generally good user experiences with internal systems create less frustration in everyday life and more inclusion.

#### **Goals and responsibilities:**

The goal of the work is to ensure that our employees are included and can do their tasks in the best possible way.

This also strengthens digital inclusion in the workplace, so others don't drop out of working life. Responsibility for the project lies with the specialist responsible for inclusive design.

## 5. Ability to combine work & family life What is the risk:

We want to be an attractive employer that enables a good work-family life balance for our employees. The company has different working hours related to operations and work tasks. Unsociable working hours can be a risk with challenges for family life and there is also a risk that employees leave Posten Bring if they do not find that we as an employer offer flexibility in their work.

#### What is being done:

For administrative staff, a flexible working day is usually offered, which also includes the ability to work from home if the work permits. This type of flexibility does not exist as much for our employees who work in operations and/or have shift

work. To resolve it in the best possible way, each manager must have a close dialogue with the employee to understand the individual's situation and needs. We also have a continuous focus on reducing the number of overtime hours.

#### Goals and responsibilities:

The goal is for all employees to feel that they have the opportunity to combine working life with family life. Each manager is responsible for dialogue and follow-up. HR is responsible for information and guidance.

## 6. Harassment, sexual harassment and gender-based violence What is the risk:

The Group has a stated zero tolerance for sexual harassment and although we have come a long way in our preventive work, we still have a way to go to prevent this from happening altogether. There is a risk that all employees may not know our policies or know where to turn if they or a colleague experience sexual harassment in the workplace.

#### What is being done:

In 2022, a brochure with group guidelines was created, in different languages, and in 2023 we have focused on getting information about the entire group, via management groups and information on the intranet. The theme of sexual harassment in the workplace has been the focus of "Rich in Diversity" collaboration,

as it was the previous year. This is a collaboration between Posten Bring, Norwegian People's Aid and Fagforbundet Post og Finans. As part of the collaboration, we have developed a workshop that deals with grey areas and awareness. This year, the workshop has been held for managers and HR staff. We plan to continue our partnership on sexual harassment prevention throughout 2024. In 2023, Group management has also actively communicated the importance of zero tolerance for unwanted sexual attention.

#### Goals and responsibilities:

Posten Bring has a goal that no employee in our business should experience sexual harassment. Our annual organisational survey asks if the respondent has experienced unwanted sexual attention in the workplace. In this way, we can assess whether our preventive work is having the desired effect. It is the HSE department in Corporate Staff HR and Organisation, together with the specialist responsible for diversity and inclusion, which is responsible for running this work. The work is carried out in close collaboration with HR in the divisions. In addition, all managers have a responsibility for their employees.

### BRING CARGO INTERNATIONAL NORGE AS AND BRING CARGO AS

1. Recruitment What is the risk:

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No risk assessment has been carried out for the company. The Group's risk assessment also applies to us.

#### What is being done:

The Group has developed a new recruitment methodology to ensure that employment is based on competence and potential. This is also followed by us. Common career pages for the Group that meet the current legal requirements for universal design.

#### **Goals and responsibilities:**

To become an attractive and accessible employer that represents functional diversity and better reflects the diversity of society.

#### 2. Promotion and development opportunities

#### What is the risk:

The company also follows the Group's risk assessment. Risk that employees may not be able to use their formal and informal expertise and that the company may not be able to use the skills available among employees.

#### What is being done:

Competence is the subject of both the employee survey (MTI) and individual employee interviews (PLUSS). Employees have access to the Group's competenceenhancing measures.

#### **Goals and responsibilities:**

Ensure development opportunities for all employees of the company regardless of gender, ethnicity and background.

#### 3. 3. Pay and working conditions What is the risk:

No separate risk assessment carried out - following the Group.

#### What is being done:

Wages and working conditions are in accordance with Norwegian law. Employees' elected representatives are involved in matters relating to employees' wages and working conditions. Working conditions/working environment are assessed in specific cases throughout the year and salary at the time of the annual salary adjustment.

#### **Goals and responsibilities:**

Ensure that employees are paid according to competence, effort and attitude towards work regardless of gender, ethnicity and background.

#### 4. Facilitation

#### What is the risk:

The company has a good overview of which employees may need facilitation. Our employees are in office environments.

#### What is being done:

If necessary, employees are offered the facilitation they need.

#### Goals and responsibilities:

Help employees stay at work if they need facilitation. The responsibility lies with the individual manager, who can receive assistance from HR.

#### 5. Ability to combine work & family life What is the risk:

Risk of employees leaving the company because the balance between work and family life is unsatisfactory.

#### What is being done:

The topic is discussed both in the employee survey (MTI) and individual employee interviews (PLUSS). Facilitating working hours is decided specifically in each individual case as needed, e.g.:

- Combination of home office and workplace presence
- Postponed / Flexible working hours
- Reduced working hours during periods with young children
- Various welfare schemes

#### Goals and responsibilities

Help employees get a good work-life balance. The responsibility lies with the individual manager, who can receive assistance from HR.

#### 6. Harassment, sexual harassment and gender-based violence

#### What is the risk:

Follow the Group's risk assessment. We must have clear guidelines regarding sexual harassment and unwelcome sexual attention. We rely on the person who experiences such harassment, or witnesses it, to provide notification.

#### What is being done:

Corporate policies and instruments. Topic in the employee survey (MTI). Awareness of what sexual harassment is and how to notify. A specific brochure has been developed by the Group.

#### **Goals and responsibilities:**

The Group has zero tolerance for sexual harassment and gender-based violence. The manager is responsible for their own unit. The whistleblower should feel safe and not fear being subjected to retaliation.

#### **BRING COURIER & EXPRESS NORGE AB**

#### 1. Recruitment

#### What is the risk:

There is little functional diversity among those who apply for positions in Posten and Bring. This may indicate that we do not appear to be an attractive employer for candidates with various disabilities. With regard to operations, a Scandinavian language is required. This can be a limiting factor that creates a risk of lost competence.

#### What is being done:

A risk assessment has been carried out at the Group level and we follow the

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Group-wide measures that have been implemented.

#### **Goals and responsibilities:**

Our goal is to have a workplace that reflects society in terms of diversity, with the right expertise in the right place. Executive responsibilities lie with management and HR. Corporate Staff People and Organisation is responsible for Group-wide measures.

### 2. Promotion and development opportunities

#### What is the risk:

Various minority backgrounds are represented both in operations and in staff positions at the company, while at the same time we have different employee relationships such as fixed full-time and part-time.

#### What is being done:

Employee interviews are conducted once or twice a year for all employees. The purpose of the interview is follow-up and further development of employees. According to collective agreements, employees who temporarily work in a reduced position shall not lose the opportunity for advancement, career opportunities or tasks and opportunities that enhance their competencies. We work for targeted competence development in accordance with competence requirements for strategic planning. In accordance with the collective bargaining

agreement, all workers shall be treated equally regardless of their colour, religion or cultural background.

#### **Goals and responsibilities:**

Our goal is to contribute to internal promotion and development opportunities. The company will then retain the expertise and the employee. At the same time, the employee should feel seen and always be developing. Responsibility for dialogue with the employee lies with the immediate manager Other management and HR will be responsible for mapping and pointing out opportunities for promotion and development opportunities within the company and the Group.

### 3. 3. Pay and working conditions What is the risk:

The company has several types of employment (full-time, part-time).

#### What is being done:

The company has prepared a job structure with wage determination that will contribute to equality in wage conditions regardless of employment conditions. In accordance with collective agreements, all employees must be treated equally regardless of gender, ethnicity, religion or cultural background.

#### **Goals and responsibilities:**

Our goal is defined through our own collective agreement, which refers to equal wages and working conditions. The res-

ponsibility lies with management and HR.

#### 4. Facilitation

#### What is the risk:

A comprehensive survey has not been prepared on the opportunities for facilitating positions in the company. The risk may be that we do not have an overall picture of what it takes to have an inclusive workplace.

#### What is being done:

A digital meeting platform is used to reduce travel demands. If necessary, it is possible to use a home office. We work well with the occupational health service and NAV. An overview of the opportunities the company has for facilitation in each position category will be prepared.

#### **Goals and responsibilities:**

Our goal is to be an inclusive workplace. The responsibility is with the immediate manager for dialogue and mapping if necessary. HR will be responsible for compiling business overviews for facilitation opportunities, as well as information and advice.

### 5. Ability to combine work & family life What is the risk:

The company has different working hours related to operations and work tasks. Uncomfortable working hours can be a risk creating challenges for family life.

#### What is being done:

Close dialogue with the employee to understand the individual's situation and needs. Correct staffing planning according to shift plan/work plans.

Specific measures are to look at holiday planning for the life phase the employee is in, flexitime and use of a home office where operations allow it.

#### **Goals and responsibilities:**

Our goal is to be able to be a workplace that takes into account life-phase policies. Management is responsible for dialogue and follow-up. HR is responsible for information and guidance.

## 6. Harassment, sexual harassment and gender-based violence What is the risk:

The risk will be not reaching out to all employees with information. We are therefore working systematically to keep the topic prominent continuously at different venues as there is a zero tolerance policy.

#### What is being done:

We follow an overall Group-wide risk assessment to understand where and why cases of unwanted sexual attention occur. Annual integrity courses are conducted for all employees. The agenda for 2023 was reviewing the Group's whistle-blowing scheme against violations of ethical guidelines, which include harassment, sexual harassment and gen-

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der-based violence. In the future, there will be a focus on case training for managers with handling of whistleblowing cases.

#### **Goals and responsibilities:**

Posten Bring has zero tolerance for sexual harassment, and our aim is that no employee in our business should experience this type of harassment. Responsibilities for follow-up lie with the company's director, HR manager and other managers. It is HSE in the Corporate Staff, together with the specialist responsible for diversity and inclusion, that leads the work at the overall level.

#### **BRING WAREHOUSING AS**

#### 1. Recruitment

#### What is the risk:

No risk assessment has been carried out for Bring Warehousing AS. The Group's risk assessment also applies to us.

#### What is being done:

The Group has developed a recruitment methodology to ensure that employment is based on competence and potential. This is also followed by us. Common career pages for the Group that meet the current legal requirements for universal design.

#### **Goals and responsibilities:**

To become an attractive and accessible employer that represents functional di-

versity and better reflects the diversity of society. Responsibility lies with the individual leader in the units. HR assists if necessary.

### 2. Promotion and development opportunities

#### What is the risk:

No risk assessment has been carried out for Bring Warehousing AS. The Group's risk assessment also applies to us.

#### What is being done:

Competence is the subject of the employee survey (MTI) and individual employee interviews (PLUSS). All employees have access to the Group's competence-enhancing measures, including through e-learning and internal courses and sequences.

#### Goals and responsibilities:

Ensure development opportunities for all employees of the company regardless of gender, ethnicity and background. The responsibility lies with the individual manager in the units. HR assists if necessary.

## 3. 3. Pay and working conditions What is the risk:

No separate risk assessment has been made for Bring Warehousing AS. The Group's risk assessment also applies to us.

#### What is being done:

Wages and working conditions are in acc-

ordance with Norwegian law. Employees' elected representatives are involved in discussions and matters relating to employees' wages and working conditions. Working conditions/working environment are assessed in specific cases throughout the year and salary at the time of the annual salary adjustment. Adopted pay policy including seniority ladder.

#### **Goals and responsibilities:**

Ensure that all employees are paid according to competence, effort and attitude towards work regardless of gender, ethnicity and background.
Transparent terms and conditions.
Responsibility: Management

#### 4. Facilitation

#### What is the risk:

Risk that employees who could stay in work with facilitation do not receive the necessary follow-up.

#### What is being done:

When needed and possible, employees are offered facilitation where this allows the employee to maintain their obligations under the employment contract and continue to work despite physical and mental impairments. For operational staff, other facilitation measures may be relevant. The local NAV department assists in the implementation as required. The company has an overview of employees who need facilitation in

order to be able to carry out the agreed work in accordance with their obligations in the employment contract.

#### **Goals and responsibilities:**

Help employees stay at work despite the need for facilitation so they don't drop out of working life. Responsibility: individual leaders in the units. HR assists if necessary.

### 5. Ability to combine work & family life What is the risk:

Risk of employees quitting because the work-family life balance is not satisfactory.

#### What is being done:

The topic is discussed both in the employee survey (MTI) and individual employee interviews (PLUSS). Facilitation of working hours is decided specifically in each individual case as needed, e.g.:

- Combination of home office and workplace presence
- Postponed / Flexible working hours
- Reduced working hours during periods with young children
- Various welfare schemes

Continuous focus on reducing the number of overtime hours.

#### Goals and responsibilities:

Help employees get a good work-life balance. Responsibility: individual leaders in the units. HR assists if necessary.

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## 6. Harassment, sexual harassment and gender-based violence

#### What is the risk:

No risk assessment has been carried out for Bring Warehousing AS. The Group's risk assessment also applies to us.

#### What is being done:

- Group-wide policies and instruments.
- Topic in the employee survey (MTI).
- Awareness of what harassment and sexual harassment are and how to notify.
- A specific brochure has been developed by the Group.

In the last year, the proportion that has experienced unwanted sexual attention at Bring Warehousing AS was 1.5 per cent.

#### **Goals and responsibilities:**

The Group has zero tolerance for harassment, sexual harassment and gender-based violence. Responsibility: individual leaders in the units. HR assists if necessary.

#### **BRING INTERMODAL AS**

#### 1. Recruitment

#### What is the risk:

The Group's risk assessment is also applicable to Bring Intermodal.

#### What is being done:

The Group's new recruitment methodology is also applicable and in use for

Bring Intermodal. Career pages that are common to the Group.

"Bring Intermodal AS wants to contribute to diversity and inclusion in the working world, recognises differences and sees them as a strength. We know that we are all a resource for society, regardless of age, disability, gender, religion, ethnicity or sexual orientation. That's why we encourage everyone to apply for a job with us."

#### **Goals and responsibilities:**

To become an attractive and accessible employer that reflects the diversity of society.

### 2. Promotion and development opportunities

#### What is the risk:

The Group's risk assessment is also applicable to Bring Intermodal. The incomplete utilisation of potential contained in the competency inventory may pose a risk.

#### What is being done:

Employee surveys and interviews have expertise and development on the agenda. Employees also have access to courses and development programs through the Group.

#### **Goals and responsibilities:**

To give all employees the same opportunities.

### 3. 3. Pay and working conditions What is the risk:

Follows the Group. No company-specific risk assessment has been carried out.

#### What is being done:

Employees are paid and have working conditions according to legislation and collective bargaining agreements.
Employee representatives are involved in matters relating to employee wages and working conditions at the annual negotiation date.

#### **Goals and responsibilities:**

Employees receive salary/benefit based on competence, suitability, effort and commitment to work regardless of gender, ethnicity and background.

#### 4. Facilitation

#### What is the risk:

Most employees work administratively in office positions. A few are professional drivers and more susceptible to wear and tear injuries. Bring Intermodal has good control over the needs of each employee.

#### What is being done:

Regular mapping is carried out to identify the need for facilitation of work, often in collaboration with the occupational health service.

#### **Goals and responsibilities:**

HR/manager discusses individual cases and at an overall level the best way to

prevent injuries and facilitate being able to continue working.

### **5. Ability to combine work & family life** What is the risk:

Imbalance between work and leisure can result in employees resigning.

#### What is being done:

The topic is discussed both in the employee survey (MTI) and individual employee interviews (PLUSS). Facilitation of working hours is decided specifically in each individual case as needed.

#### **Goals and responsibilities:**

Prevent work-life imbalance. The manager is principally responsible with assistance from HR.

## 6. Sexual harassment harassment and gender-based violence

#### What is the risk:

Group guidelines are followed. This is also stated in the company's work regulations.

#### What is being done:

- Group-wide policies and instruments.
- Topic in the employee survey (MTI).
- Awareness of what harassment and sexual harassment are and how to notify.
- A specific brochure has been developed by the Group.

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#### Goals and responsibilities:

The Group has zero tolerance for sexual harassment and gender-based violence. The manager is responsible for their own unit. The whistleblower should feel safe and not fear being subjected to retaliation.

#### POSTEN BRING BILDRIFT AS, BRING LINEHAUL BILDRIFT AS AND BRING HOME DELIVERY NORGE AS

#### 1. Recruitment

#### What is the risk:

No risk assessment has been carried out for the company. The Group's risk assessment also applies to us.

#### What is being done:

The Group has developed recruitment processes to ensure that hiring is based on competence and potential, and which to the greatest extent possible will contribute to objectivity and prevent bias in decisions. These processes are followed by us. Common career pages for the Group that meet the current legal requirements for universal design.

#### Goals and responsibilities:

To become an attractive and accessible employer that better reflects the diversity of society. Responsibility: individual leaders in the units. HR assists if necessary.

### 2. Promotion and development opportunities

#### What is the risk:

No risk assessment has been carried out for the company. The Group's risk assessment also applies to us.

#### What is being done:

Competence is a topic in the organisational survey and individual employee interviews (PLUSS). All employees have access to the Group's competence-enhancing measures, including through e-learning and internal courses.

#### **Goals and responsibilities:**

Ensure development opportunities for all employees of the company regardless of gender, ethnicity and background. Responsibility: individual leaders in the units. HR assists if necessary.

### 3. 3. Pay and working conditions What is the risk:

Follows the Group. No in-depth companyspecific risk assessment was made.

#### What is being done:

Salary and working conditions are in accordance with Norwegian law and collective agreements. Employees' elected representatives are involved in discussions and matters relating to employees' wages and working conditions. Working conditions/working environment in specific cases throughout the year and salary at the time of

the annual salary adjustment.

#### **Goals and responsibilities:**

Ensure all employees are paid according to competence, effort and attitude towards work regardless of gender, ethnicity and background. Transparent terms and conditions. Responsibility:

Management

#### 4. Facilitation

#### What is the risk:

Risk that employees who could stay in work with facilitation do not receive the necessary follow-up.

#### What is being done:

When needed and possible, employees are offered facilitation where this allows the employee, despite physical and mental impairments, to maintain their obligations under the employment contract and continue to work. For operational staff, other facilitation measures may be relevant. The local NAV department assists in the implementation as required.

#### Goals and responsibilities:

Helps employees stay at work so they don't drop out of working life. Responsibility: individual leaders in the units. HR assists if necessary.

### 5. Ability to combine work & family life What is the risk:

Risk of employees leaving the company

because the balance between work and family life is unsatisfactory.

#### What is being done:

The topic is addressed both in the organisational survey, and in individual employee interviews (PLUSS). Facilitation of working hours is decided specifically in each individual case as needed.

#### **Goals and responsibilities:**

Help employees get a good work-life balance. Responsibility: individual leaders in the units. HR assists if necessary.

## 6. Sexual harassment harassment and gender-based violence

#### What is the risk:

No risk assessment has been carried out for the company. The Group's risk assessment also applies to us.

#### What is being done:

- Group-wide policies and instruments.
- Topic in the employee survey (MTI).
- Awareness of what harassment and sexual harassment are and how to notify.
- Own brochure developed by the Group

#### **Goals and responsibilities:**

The Group has zero tolerance for harassment, sexual harassment and gender-based violence. Responsibility: individual leaders in the units. HR assists if necessary.

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### Consumers and end-users









- ► Information-related impact
- Personal safety
- Social inclusion

#### **GRI** indicators

**418-1:** Confirmed complaints concerning violation of customer privacy

#### WHY IS THE TOPIC MATERIAL?

In line with our goal of being the customer's first choice, we put significant resources into developing products and services that should be easy to use, intuitive, accessible and adapted for customers in all parts of society. At the same time, choosing us should provide peace of mind for shippers, receivers, buyers and sellers. Communication with customers takes place through the Posten app and by SMS.

As a major logistics player, Posten Bring has a responsibility to include and provide all opportunities to use our products and services. This is required by current legal requirements for

external services, but we are also working on this internally. We find that criminals use our services as part of their value chains. In recent years, fraud in e-commerce has increased sharply, and police and judiciary refer to it as "a significant social problem." The same applies to the spread of drugs through the distribution network. In this way, Posten Bring is an important facilitator - without us, this criminal activity would not have been possible.

Posten Bring as a brand invokes trust and can be abused. In the past six months, there has been an explosion of fake Facebook pages and SMS messages that are very similar to our way of communicating, but instead trick users into giving out sensitive information. Increased knowledge of fraudsters' intentions and methods, as well as a balanced look at our own vulnerabilities. can make developers and product designers more aware in developing safe solutions for users. The use of digital solutions generates a lot of data that can be important evidence for police in combating fraud and drug crime.

#### **GUIDELINES**

In 2023, we have introduced an internal group policy with elevated requirements for our external services. The goal is for all services and interfaces to follow the Web Content Accessibility Guidelines (WCAG) 2.1, which are based on the statutory WCAG 2.0. This has been introduced on our own initiative to be at the forefront of the requirements. This is managed by Corporate Staff Digital Technology and Security by the specialist responsible for inclusive design.

Safety is a line responsibility. Corporate security assists the units with advice on preventive measures and in investigations in the event of suspected criminal offences.

Posten Bring has no direct liability in fraud cases, for example the agreement between the sender and the recipient regarding price and content. It is the responsibility of the police to prosecute criminals and therefore customers who report fraud are encouraged to make a police report.

At the same time, Posten Bring has a social responsibility to prevent our services from being misused in criminal activities. Employees in Posten Bring have a duty of confidentiality under the Norwegian Postal Service Act, but one exception to the main rule allows us to notify the police in the event of misconsideration. If the Norwegian Communications Authority (NKOM) exempts us from the duty of confidentiality, we may share important information about trading patterns, traces and other matters with the police.

#### TARGETS AND INDICATORS

Customers and recipients shall find that Posten Bring provides their personal information with adequate protection. Identified vulnerabilities and actual breaches of information security are handled through the Group's Incident Management Process. This also includes procedures for handling breaches of personal data security.

#### Fraud

People who are the victim of fraud where we have a role often contact

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customer service. Based on the information entered into SalesForce, developments are monitored by the use of various control-led panels related to where the fraud occurs, when, which customers are most at risk, content information, etc. This information is used back for sales, service networks and other operations. Posten has no direct responsibility for quality assurance of the sender and receiver of a shipment. However, the goal within fraud is to make our products and services more robust so that criminals choose to use them to a lesser extent.

#### Inclusive design

Inclusive design often provides more indirect additional value that is challenging to measure. This is why we measure what we want to avoid: no judgement by the Discrimination Board and no fines for violations of policies. We measure overall customer satisfaction through the Groupwide Net Promoter Score (NPS) and we are measured annually on reputation through Ipsos' Reputation Survey.



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### **Business conduct**







- Business culture
- Protection of whistleblowers
- Corruption and bribery
- Managing relationships with suppliers and payment practices
- Competition law

#### **GRI** indicators

- 205-1: Operations assessed for corruption risk
- 205-2: Communication about and training in policies and procedures for anti-corruption
- **205-3:** Confirmed corruption incidents and implemented measures
- **206-1:** Judicial reactions to anti-competitive behaviour and antitrust and monopolistic practices

### A good business culture builds trust with customers, employees and partners. As a large group, we are responsible

WHY IS THE TOPIC MATERIAL?

for acting ethically and legally, ensuring that all employees are heading in the same direction. Violations of anticorruption and competition rules are serious forms of economic crime. Economic crime can have significant adverse effects on society, both for the public sector and the private sector.

Violation of anti-corruption and competition laws can have significant adverse effects on society. It can also have serious consequences for the Group and the individuals involved, in the form of administrative and legal sanctions as well as loss of reputation. The Group has zero tolerance for violations of the legislation in these areas. The Group works actively to ensure that employees carry out their work in an ethical and justifiable manner, in accordance with legislation and internal guidelines.

Failure to comply with the privacy regulations (GDPR) can have negative consequences for the privacy of individuals who use the Group's services and for employees in the Group. For the Group, breaches of the privacy rules, like breaches of anti-corruption and competition legislation, can result in sanctions and loss of reputation. Posten Bring's size and range of services means that the Group has a significant level of annual purchasing. Good procurement processes ensure fair competitive terms and will have a positive impact on the company's finances, the environment, employees and suppliers.

Good payment practices and systems are important. These create predictability and facilitate economic growth for our suppliers. Given the Group's size and transaction volume, there will potentially be major consequences for inadequate compliance with payment practices.

#### **GUIDELINES**

The overall principles for integrityrelated work are outlined in the Group's ethical guidelines, an integrity handbook and in separate Group policies.

These principles are put into operation via regulations and Group-wide tools, including instructions.

The Group has developed an integrity program in which the integrity standard, including the topics of anti-corruption and competitive practices, is expressed. All of the Group's operations are obliged to implement the programme to ensure that managers and employees safeguard the integrity standard. The Group's manuals and policies are tools in the ongoing work to ensure integrity. The Code of Conduct and integrity handbook are available in Norwegian, Swedish and English. The Code of Conduct is also available in English.

In order to ensure that employees have sufficient knowledge of and comply with the competition regulation, we have prepared a separate competition law programme consisting of comprehensive and topic-based guidelines. The competition law programme is available on the intranet pages.

The privacy management system

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consists of a Group action rule, which stipulates overall objectives and intercompany roles for privacy work, as well as a number of routines and procedures. These are also available on the intranet.

#### **ROLES AND RESPONSIBILITIES**

The legal director has overall responsibility for ensuring that the integrity standard has the proper content and that it is known within the Group. This involves creating and maintaining group-wide instruments, such as guidelines, e-learning programmes, manuals and training courses. The instruments should contribute to increased under-

standing of and compliance with the standard.

In 2023, as in previous years, the legal director has reported every six months to Group Management on the status of the work on the management systems for the areas of anti-corruption, competition law, privacy and notification.

A network of local resources in each division and subsidiary shall, together with managers, ensure that there is adequate information about Group-wide measures and that these are implemented in the line.

Posten Bring AS has its own data protection officer who will help to ensure compliance with the data protection regulations. The data protection officer reports on a fixed half-yearly basis directly to the CEO and to the Group's internal control committee. In addition, certain other Group companies have their own privacy representatives.

Responsibility for compliance with the regulations and the internal guidelines/instructions is in the line. Managers at all levels of the Group are thus responsible for ensuring that their departments and units understand and follow

what is set out. The Code of Conduct and dilemma training are also part of the Group's management training, which will contribute to such compliance in the line.

Group purchases are managed according to the following processes/instruments:

- Best practice purchasing process
- Group-wide purchasing policy
- Group-wide regulation
- Code of Conduct for suppliers

In those cases where the procurement is above the threshold value of NOK 4.5 million (applies to purchasing covered by the Act on Public Procurement) and/or Group-wide/strategic to the Group, it must go through a strategic purchasing process run by Group Purchasing. Purchasing is carried out through a structured process that is predictable for the suppliers and which ensures competition in the market. The Executive Vice President of Economy and Finance has overall responsibility for Group Policy Procurement.

To act uniformly with the supplier market, all contracts/agreements entered into with suppliers shall be based on the Group's currently applicable contract standards.

The supplier process ensures the efficiency and quality of payment practices

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and that only goods and services received are paid. Furthermore, the process follows up to ensure payment is made on time and with the correct amount. Procedures are described in the Group action rule Authorization and Instructions, which is owned by Group Accounts.

#### TARGETS AND INDICATORS

By anchoring our conduct in the Group's common values and behaviour in accordance with the Group's Code of Conduct, we shall ensure a high ethical standard in all parts of the Group. A high ethical standard is the foundation for a good working environment and a healthy and open corporate culture. Through a high ethical standard and strong internal culture, we create trust and a good reputation, and show our customers that we are trustworthy.

The Group has zero tolerance for corruption and other criminal offences. Current competition legislation and privacy regulations shall be complied with in all parts of the business.

The Group's governing documentats state that the Board shall review the Group's most important risk areas each year. A risk analysis is prepared in connection with the Board's review that sets out risk factors and the measures that have been implemented to manage and control the risks.

The purpose of the risk analysis is to provide the Board with insight into the Group's risks and a basis for assessing whether there are adequate measures in place. The risk analysis covers the Group as a whole. As part of this analysis, assessments related to the risk of corruption and other financial irregularities are also included during the assessment of legal risk, as well as the risk of breaching competition law and privacy regulations.

The supplier process aims to ensure that Posten Bring pays according to the agreed payment deadlines. This shall be achieved using as efficient processes and systems as possible.

#### WHISTLEBLOWING SCHEME

The whistleblowing scheme is of central importance for prevention and clarification of violations of anti-corruption and competition rules. All notifications related to potential violations of anti-corruption and competition legislation shall be sent to the whistleblowing scheme for processing.

The whistleblowing scheme was established in 2008 and applies regardless of the country and company with which the whistleblower is associated. Notifications received from external parties are processed in line with the notification scheme's guidelines to the extent appropriate. The legal director is responsible

for administering and operating the Group-wide whistleblowing scheme. In the whistleblowing scheme the General Counsel reports to the CEO, and can - when deemed necessary - report directly to the Chair of the Board of Directors. Furthermore, the Group's whistleblowing scheme reports semi-annually to the Board of Directors' audit committee, to the internal control committee and to the CEO. The reports detail the number and type of cases received, the results of these as well as the measures and activities taken into effect and implemented.

If anyone experiences, discovers or suspects questionable conditions, they are encouraged to notify their immediate superior. Where this is not possible or feels too difficult, all employees of the Group may contact the unit for misconduct. It is possible to make an anonymous report.

In the event of a specific suspicion of a breach of anti-corruption legislation, the employee is obliged to inform the whistleblowing system. This is expressly stated in the Code of Conduct and in the training that has been provided.

Managers have a particular responsibility for setting a good example and for creating a culture in which employees are able to share their concerns and dare to speak out regarding any breach

of rules or unacceptable behaviour they become aware of. The Group has designated resource persons in all parts of the business, who can assist the central whistleblowing scheme when needed in individual cases, and contribute to making the scheme known to the Group's employees.

The scheme is readily accessible to all of the Group's employees and can be contacted by e-mail, phone or post. Procedures have been put in place to ensure proper case handling with regard to both the whistleblower and the matter or person that is the subject of the disclosure. An important part of these procedures is ensuring that the whistleblower will not be subject to retribution following disclosure.

In December 2023, a Group-wide external whistleblowing scheme was established. The new whistleblowing scheme will be fully implemented in the Group during the first quarter of 2024.

### REPORTING BREACHES OF PERSONAL DATA SECURITY

The Group has established internal procedures and a separate internal reception point for internal reporting of breaches of personal data security. The procedures also safeguard statutory reporting to the supervisory authorities.

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## Cyber security





#### **GRI** indicators

Text reportingand/or separate indicator

#### WHY IS THE TOPIC MATERIAL?

Cyber security is essential to ensure the Group's delivery capacity and quality. The Group must have the ability to prevent, detect and limit the consequences of undesirable information security incidents.

National security and intelligence authorities consider the threat landscape to be more serious. A successful cyber attack may result in a breakdown or loss of information such as customer data and personal data. With good safety measures in place, the likelihood of operations being impacted will be reduced.

#### **GUIDELINES**

The management system consists of corporate policies, corporate action rules and a set of guidelines to support implementation.

A separate security organisation has been defined where the CEO has overall responsibility. The Group's Chief Security Officer (CSO) is responsible for managing the Group's security requirements and strategy, to ensure that information and technology are adequately protected. Compliance responsibility lies with line management. The work on information security follows the Group's corporate governance and an security management system, which is based on a recognised international standard.

In monthly meetings, security coordinators at our main IT suppliers have provided the status on their work in information security. Updated risk assessments and the status of the follow-up of safety measures are the basis for this reporting.

#### TARGETS AND INDICATORS

The work on information security helps reduce the risk of adverse events on the Group, customers and society at large. Security and preparedness are one of ten key topics in the Group's strategy, where the focus areas are to strengthen the management of security, further strengthen monitoring and incident management, increase competence and contribute to the fight against crime.

These goals are realised through various technical and organisational measures, such as increased detection and response capabilities and ensuring the quality of the security work.

See also GRI indicator 418 about privacy breaches and read more about this in the chapter on «Consumers and endusers» on page 27.

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### **Partners**







DigitalNorway



LAB

**STARTUP** 













**Massachusetts Institute of Technology** 











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## **GRI** index

Posten Bring reports in accordance with GRI Standards 2021. The period covered is from 1.1.2023-31.12.2023.

IR: Integrated Annual Report 2023

FB: Fact Booklet: Sustainability at Posten Bring

**ER:** Executive Remuneration Report

Title - general indicators	Location	Omission	Reason for omission	Explanation
2-1 Information about the organisation	IR 8, IR 9, IR 11, FB 2, FB 18			
2-2 Units included in the company's sustainability reporting	<u>FB 2</u>			
2-3 Reporting period and frequency and point of contact	<u>FB 2</u>			
2-4 Change in previously reported information	<u>FB 2</u>			
2-5 External audit	FB 39			
2-6 Activities, supply chain, and other business associates	IR 8, IR 11, IR 12, IR 15, IR 60, <u>FB 2</u>			
2-7 Employees	FB 18	Partial omission	Missing information	No statistics for hourly-paid workers.
2-8 Workers that are not employees		Omission	Missing information	We have not collected numbers for workers that are not employees. We are working to get a better overview of this by the next reporting period.
2-9 Management structure and organisation	IR 55, IR 80, IR 87, IR 92-94, IR 96-97			
2-10 Nomination and selection for the organisation's supreme decision-making body	IR 92			
2-12 Supreme decision-making body	IR 80			
2-12 The role of the supreme decision-making body in managing the company's social impact	IR 87, IR 90-91			
2-13 Delegation of responsibility for managing the company's social impact	IR 87, IR 92-93			
2-14 The role of the supreme decision-making body in sustainability reporting	IR 16, IR 87			
2-15 Conflicts of interest	IR 52			
2-16 Communication of critical matters	IR 93-94			
2-17 The supreme decision-making body's collective knowledge	IR 87, IR 92			

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Title - general indicators	Location	Omission	Reason for omission	Explanation
2-18 Processes for evaluating the work of the supreme decision-making body	IR 87, IR 92			
2-19 Policies for determining wages and benefits	IR 93, ER 3, ER 7-11			
2-20 Processes for determining wages and benefits	IR 93-94, ER 3, ER 6-9			
2-21 Remuneration ratios	<u>FB 17</u>	Partial omission	Missing information	Median income applies to base salary for employees of Posten Bring AS, not the entire Group.
2-22 Statement of the company's strategy for sustainable value creation	IR 12-14, IR 81-83			
2-23 Company obligations	IR 59-62, IR 75			
2-24 Anchoring of the company's obligations	IR 75-76			
2-25 Processes to rectify negative effects	IR 75-76, IR 90-91, IR 93-94 and sep- arate section under each material topic			
2-26 Mechanisms for receiving advice on and addressing matters of concern	IR 68, IR 94, FB 31			
2-27 Compliance with laws and regulations	IR 76			
2-28 Membership of associations	<u>FB 2</u>			
2-29 Approach to stakeholder engagement	FB 4 and sep- arate section under each material topic			
2-30 Collective agreements	IR 58			

Title - Topic indicators	Location	Omission	Reason omission	Explanation
3-1 Process for defining significant topic	IR 16-17			
3-2 List of significant topics	IR 52			
E1 Climate change				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 22-30, <u>FB 5-6</u>			
GRI 305 Emissions 2016				

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Title - Topic indicators	Location	Omission	Reason omission	Explanation
302-1 Energy (new in 2023)	<u>FB 6</u>	Partial omission	Not applicable	We do not sell energy. 302-1 d) is therefore not relevant to Posten Bring
305-1 Direct emissions of greenhouse gases (CO2e)	IR 24			
305-2 Energy - indirect emissions of greenhouse gases	IR 24			
305-3 Other indirect greenhouse gas emissions	IR 24			
305-4 Greenhouse gas emission intensity	IR 23	Partial omission	Missing information	Claim 2.7.2 is omitted as we do not have good emission data per scope back to 2012.
E2 Pollution				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 30-31, FB 7-8			
305-7 Nitrogen oxides (NOX), sulphur oxides (SOX), and other significant emissions to air	<u>FB 8</u>	Partial reporting	Not applicable	The Group does not report on the emissions of persistent organic pollutants (POP), volatile organic compounds (VOC) and harmful air pollution (HAP). The Group has no activities that cause significant emissions of these, and this part of the indicator is therefore not relevant.
E4 Biodiversity and ecosystems				
GRI 304 Biodiversity (new in 2023)				
3-3 Management of the topic	IR 32-36, <u>FB 9</u>			
Significant consequences of activities, products and services on biodiversity	IR 32-35	Partial reporting	Missing information	Answers 304-2 a (i., ii. and v.) and b.
S1 Own employees - working conditions				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 52-55, FB 10-15			
GRI 401 Employments 2016				
401-1 New employments and staff turnover	<u>FB 14</u>			
GRI 403 Health, safety and environment 2018				
403-1 - Management system	FB 11			

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Title - Topic indicators	Location	Omission	Reason omission	Explanation
403-02 Hazard identification, risk assessment and incident investigation	<u>FB 11</u>			
403-3 Occupational health service	FB 12			
403-4 Employee participation in HSE work	<u>FB 12</u>			
403-5 HSE training	<u>FB 12</u>			
403-6 Promotion of employees' health	<u>FB 12</u>			
403-7 Prevention and reduction of health and safety impact in the workplace	<u>FB 13</u>			
403-9 Work-related injuries	<u>FB 13</u>			
S1 Own employees - Equal treatment and equal opportunity for all				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 55-59, FB 15-27			
GRI 405 Diversity and equal opportunities 2016				
405-1 Diversity in management bodies and among employees	IR 55, <u>FB 16-17</u>			
405-2 Relationship between base salary and remuneration of women in relation to men by category of employee	<u>FB 17</u>			
GRI 406 Non-discrimination 2016				
406-1 Number of incidents of discrimination and measures initiated in connection with these	FB 19	Partially reported	Missing information	We are working on introducing new systems that will contribute to better statistics for the area.
GRI 404 Training and education 2016				
404-2 Programmes for employee competence raising and realignment	IR 58			
404-03 Proportion of employees who have regular assessment and development reviews	IR 58	Partially reported	Missing information	The Group's follow-up review solution does not register gender or employee category, so the proportion of employees is not available.
S2 Employees in the value chain				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 59-69			
GRI 414 Social assessment of suppliers 2016				
414-1 New suppliers that were assessed on social criteria	IR 65			

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Title - Topic indicators	Location	Omission	Reason omission	Explanation
414-2 Negative social impact in the supply chain and measures implemented	IR 65-66	Partial omission	Missing information	We do not have any statistics for the number of deviations according to 414-2 c
GRI 308 Environmental assessment of suppliers 2016				
308-1 New suppliers that were assessed on environmental criteria	IR 66	Partial omission	Missing information	We do not have statistics on the number of new transport suppliers who have signed specific environmental requirements
308-2 Negative environmental impact in the supply chain and measures implemented		Not reported	Missing information	We are working in 2024 to develop procedures to be able to extract statistics for this.
S4 End users				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 70-73, <u>FB 27</u>			
418-1: Confirmed complaints concerning violation of customer privacy	IR 73			
G1 Business ethics				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 75-76, FB 29-31			
GRI 205 Anti-corruption 2016				
205-1 Operations assessed for corruption activities	IR 75-76, FB 29-31	Partially reported	Missing information	Covers procedures, but do not have statistics for numbers.
205-2 Communication about and training in policies and procedures for anti-corruption	IR 75-76	Partially reported	Missing information	Do not have statistics on numbers, but accounts for procedures and that all employees, managers and partners/suppliers (100 per cent) shall receive training. A new course is being prepared in the system where it will be possible to extract these types of statistics.
205-3 Confirmed corruption incidents and implemented measures	IR 76			
GRI 206 Anti-competitive practices 2016				
206-1 Judicial reactions to anti-competitive behaviour and antitrust and monopolistic practices	IR 76			
Information security				
GRI 3 Significant topics 2021				
3-3 Management of the topic	IR 77, <u>FB 32</u>			

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To the management of Posten Bring AS

INDEPENDENT AUDITOR'S LIMITED ASSURANCE REPORT ON POSTEN BRING AS SUSTAINABILITY REPORTING FOR 2023

We have performed an assurance engagement for the management of Posten Bring AS on selected Environmental, Social and Governance ("ESG") information (the "Selected Information") within the Integrated Report for the reporting period ended 31 December 2023.

#### Our limited assurance conclusion

Based on our procedures described in this report, and evidence we have obtained, nothing has come to our attention that causes us to believe that the Selected Information for the year ended 31st of December 2023, as described below, has not been prepared, in all material respects, in accordance with the Applicable Criteria.

#### Scope of our work

Posten Bring AS has engaged us to provide independent Limited assurance in accordance with International Standard on Assurance Engagements 3000 (Revised)

Assurance Engagements Other than Audits or Reviews of Historical Financial Information ("ISAE 3000 (Revised), issued by the International Auditing and Assurance Standards Board ("IAASB") and our agreed terms of engagement.

The Selected Information in scope of our engagement for the year ended 31st of December 2023, is as follows:

Selected Information	Applicable Criteria
GRI Index 2023	Reporting in accordance with GRI Standards, published by the Global Reporting Initiative (globalreporting.org).

Selected Information	Applicable Criteria
Integrated Report	Reporting in line with the Integrated Reporting
	Framework, published by IFRS Foundation on
	Integrated Reporting (ifrs.org)

<sup>\*</sup> The scope of this engagement related to the integrated framework criterion specifically pertains to sustainability information referenced to from the GRI Index, rather than encompassing the entirety of the integrated report itself.

In relation to the Selected Information, as listed in the above table, the Selected Information needs to be read and understood together with the Applicable Criteria.

#### **Inherent limitations of the Selected Information**

We obtained limited assurance over the preparation of the Selected Information in accordance with the Applicable Criteria. Inherent limitations exist in all assurance engagements.

Any internal control structure, no matter how effective, cannot eliminate the possibility that fraud, errors or irregularities may occur and remain undetected and because we use selective testing in our engagement, we cannot guarantee that errors or irregularities, if present, will be detected.

#### The management's responsibilities

The management are responsible for:

- Selecting and establishing the Applicable Criteria
- Preparing, measuring, presenting and reporting the Selected Information in accordance with the Applicable Criteria

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Deloitte.

• Designing, implementing, and maintaining internal processes and controls over information relevant to the preparation of the Selected Information to ensure that they are free from material misstatement, including whether due to fraud or error.

#### Our responsibilities

We are responsible for:

- Planning and performing procedures to obtain sufficient appropriate evidence in order to express an independent limited assurance conclusion on the Selected Information.
- Communicating matters that may be relevant to the Selected Information to the appropriate party including identified or suspected non-compliance with laws and regulations, fraud or suspected fraud, and bias in the preparation of the Selected Information.
- Reporting our conclusion in the form of an independent limited Assurance Report to the management.

#### Our independence and quality management

We are independent of the company as required by laws and regulations and the International Ethics Standards Board for Accountants' Code of International Ethics for Professional Accountants (including International Independence Standards) (IESBA Code), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We apply the International Standard on Quality Management (ISQM) 1, Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements, and accordingly, maintain a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Oslo, 21. March 2024 Deloitte AS

#### Guro Magnetun Heimvik

State Authorised Public Accountant

Note: This translation from Norwegian has been prepared for information purposes only

#### Key procedures

We are required to plan and perform our work to address the areas where we have identified that a material misstatement of the description of activities undertaken in respect of the Selected Information is likely to arise. The procedures we performed were based on our professional judgment and included, among others, an assessment of the appropriateness of the Applicable Criteria. In carrying out our Limited assurance engagement on the description of activities undertaken in respect of the Selected Information, we performed the following procedures:

- Through inquiries of relevant personnel, we have obtained an understanding of the Company, its environment, processes and information systems relevant to the preparation of the Selected Information sufficient to identify areas where material misstatement in the Selected Information is likely to arise, providing a basis for designing and performing procedures to respond to address these areas and to obtain limited assurance to support a conclusion.
- Through inquiries of relevant personnel, we have obtained an understanding of the internal processes relevant to the Selected Information and data used in preparing the Selected Information, the methodology for gathering qualitative information, and the process for preparing and reporting the Selected Information.
- Performed procedures on a sample basis to assess whether the Selected Information has been collected and reported in accordance with the Applicable Criteria, including comparing to source documentation.

The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement.

Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

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