

Employer's Activity and Reporting Obligation (ARP)

BAMA Gruppen AS

Introduction

The first part of this report describes the gender balance at BAMA Gruppen AS. It then presents a breakdown of the workforce into full-time and part-time employees, and the percentage of male and female employees taking parental leave. This section also shows how the salaries paid to male and female employees compare. The second part of the report describes what the company is doing to promote equality and prevent discrimination. The report concludes with a description of the main aspects that BAMA Gruppen plans to work on in 2024 in order to reinforce this area.

Status of gender equality

BAMA Gruppen has traditionally employed a high proportion of men, which may be due in part to the fact that its operations involve a great deal of hard physical work.

There is a gender imbalance in Groups 1 and 2. BAMA Gruppen has a low turnover of staff in these positions, and men are overrepresented. Previously, the company had no tradition of rotating executives and key personnel as part of its business development activities. This is now changing. In 2023, we started work on the establishment of a job rotation framework. Specific initiatives are presented below.

A large proportion of our employees (32%) work in warehouse and production-related jobs. Their tasks involve hard physical exertion and have traditionally been performed by men. Men make up 93% of this group (Group 4). The majority of administrative positions (Group 3) are also filled by men, which may be due to a tradition of internal promotion.

The table below shows the gender balance in BAMA Gruppen AS's workforce in 2023:

Gender balance	Total	No. of women		No. of men	
Total	512	135	26%	377	74%
Group 1	24	7	29%	17	71%
Group 2	50	15	30%	35	70%
Group 3	270	102	38%	168	62%
Group 4	168	11	7%	157	93%

Group 1 - Executives at group management level, leaders of business areas or heads of corporate staff departments

Group 2 - Middle managers

Group 3 - Administrative staff

Group 4 - Warehouse and production workers, product and quality control staff, drivers, line and production supervisors

Gender balance	Total	No. of women	No. of men	Women's salary as a percentage of men's salary
Group 1	24	7	17	83%
Group 2	50	15	35	110%
Group 3	270	102	168	93%
Group 4	168	11	157	95%

** Pursuant to the personal data protection requirements of the GDPR, no salary is disclosed for groups comprising five or fewer employees. Those salaries that are disclosed are averages.*

Temporary staff, part-time staff and leave-taking

BAMA Gruppen is strongly affected by seasonal fluctuations relating to crop harvests and geography. There are also substantial fluctuations in volume through the week. The bulk of production is scheduled to take place around the clock, over six days a week. There will be a higher volume of goods on some days of the week. Fast and effective logistics are required to maintain freshness and quality along the entire supply chain. Production must balance the need for fresh produce with delivery deadlines and statutory working hours provisions. Shift work and the use of part-time staff are necessary to meet such operational requirements.

Part-time positions are tailored to the need for increased staffing at weekends, so that full-time shift workers can have time off. As far as possible, BAMA

Gruppen always tries to adapt part-time positions to the needs and wishes of the employees.

New regulations establishing full-time working as the norm will require greater attention to be paid to how we design our shift patterns going forward in order to continue meeting requirements for freshness and delivery deadlines. The new full-time working norm and compliance with the regulations is high on our agenda. BAMA makes assessments relating to part-time work in consultation with its trade union representatives. Any such need is documented as required by law.

The grounds for employing people part-time relate primarily to unforeseen events, such as fluctuations in climatic conditions, quality nonconformities and seasonal variations. These factors have a major impact on our operations.

Gender balance – part-time staff	No. of women		No. of men	
Permanent employees – part-time	10	2%	68	13%
Temporary employees	4	1%	20	4%

Parental leave

BAMA Gruppen enables all parents to take parental leave if they so wish. This is important for the recruitment and retention of high-quality personnel, and to maintain a diversity of ages in BAMA's workforce.

Parental leave	Women	Men
Average no. of weeks	19	14

This presentation of parental leave shows how many weeks were taken in 2023. Employees who chose to defer taking parental leave, pursuant to the 2021 legislative amendment, are not included.

Work to promote equality and combat discrimination

For many years, a large proportion of BAMA Gruppen's workforce has comprised people of differing nationalities and ethnic backgrounds. While this applies in all areas of the operation, it is particularly pronounced in the production area. Since BAMA Gruppen has suppliers across the globe, it is natural that people from many different nationalities apply to work for the company.

BAMA Gruppen's recruitment process seeks to maintain objectivity in the selection process. The use of tests helps us to recruit objectively and on the basis of competence. The application of testing tools and screening minimises discrimination in the selection process and ensures that all candidates have the same opportunities. We also make use of structured interviews, which ensures that all candidates are treated equally and on the basis of the same assessment criteria.

For many years, BAMA Gruppen has had a set of policies to enable older employees to remain at work for longer. In addition to the statutory right to reduced working hours, employees aged 63–70 are also entitled to extra days off with full pay. According to the employee satisfaction survey of BAMA's entire workforce in 2023, 87 per cent of employees think that we treat each other with respect, regardless of age. Going forward, we will continue to focus on accommodating the needs of different age groups.

BAMA Gruppen has a corporate culture that utterly rejects any form of discrimination or harassment, and has established clear guidelines to this effect. The company is likewise clear that everyone enjoys equal opportunities and rights, irrespective of gender, disability, sexual orientation, age, ethnicity or religion. This policy is set out in our Code of Conduct. We hold regular Norwegian language courses for employees whose first language is not Norwegian. This provides a foundation for good and open communication, and facilitates future professional development opportunities.

Evaluation of the working environment is also important. We want all employees to have the opportunity to provide feedback on how they are getting on at work. The 2023 employee satisfaction survey was therefore made available in several languages (Norwegian, English and Polish). We note that this resulted in a higher response rate. We will therefore repeat, and possibly expand, this initiative next year.

The employee satisfaction survey carried out in 2023 showed that 87 per cent of the workforce think that we treat each other with respect at BAMA, regardless of gender. We will continue to focus on accommodating the needs of different groups of employees.

The survey showed that 4.5 per cent of the workforce do not feel that both genders have equal opportunities for a managerial career at BAMA. In 2023, we started working systematically to increase the level of job rotation and professional development opportunities, as well as engage in succession planning for key/management roles. This effort will continue in 2024. An important aspect of the work will relate to diversity.

76 per cent of the workforce have no complaints about the company's attitude to and facilitation of employees with children. 5 per cent feel that the company is not a child-friendly workplace. We believe that this is because BAMA operates round-the-clock and requires its employees to work shifts, which may be perceived as not very family friendly. As far as is operationally possible, we take this group's needs into account and will continue to seek flexible solutions to promote a good work-life balance.

Cooperation

BAMA Gruppen has a long tradition of working closely with trade union representatives and the health and safety apparatus. Meetings with the Works Council (AMU) and trade union representatives are held regularly throughout the year. The Union-Management Group comprises three senior trade union representatives and members of management at BAMA. The group meets six times a year. If necessary, extraordinary meetings are also held.

Every year, all trade union and health and safety representatives from the entire group are invited to a labour relations conference, at which they – along with the Group CEO and HR – discuss and plan important changes and opportunities that apply to all of BAMA's business operations. Efforts to promote equality and combat discrimination fall naturally within the remit of this forum. The labour relations conferences are held in March.

Reporting mechanisms (whistleblowing)

BAMA has a clearly defined procedure for the reporting of suspected wrongdoing or other concerns, which has been communicated to the employees. Everyone has a duty to report any censurable conditions they may become aware of in the company's operations. The company revised its reporting (whistleblowing) procedure in 2021 to make it easier for employees to report their concerns. We established a dedicated email address that can be used for this purpose: sifra@bama.no. A central department at BAMA handles all incoming reports in line with our guidelines.

Priority areas, risks and initiatives in 2024

1

Increase diversity in management groups 1 and 2

Initiative: In all recruitment processes, we will strive to invite equal numbers of male and female candidates to first-time and final interviews.

Initiative: The correct wording of job adverts will help attract the attention of more people in the underrepresented groups we wish to reach. The same applies to the use of photos and illustrations.

Initiative: By increasing the percentage of women in departments with a gender imbalance, we can pave the way for internal recruitment from a base that includes more women.

2

Boost career and professional development opportunities for all

Initiative: In 2024, we will continue striving to increase job rotation and engage in succession planning for key/management roles. In this endeavour, we will focus on diversity.

Initiative: In 2024, BAMA will review its internal recruitment strategy. The objective is for the process to ensure that employees are aware of the career and professional development opportunities available and that no one is restricted by their gender, age, ethnicity, disability or sexual orientation.

Initiative: We will continue to offer Norwegian language tuition to employees who need it, so that language barriers do not hinder professional development.

Initiative: BAMA's new goal-setting and development process – MUST. This process will be rolled out in 2024 and will aid in the effort to professionalise competence planning and employees' professional development.



3

Diversity and equality

Initiative: BAMA has entered into a partnership with the business management consultancy Seema. Seema has many years' experience of working with diversity and has developed a standardised framework that will help BAMA to unleash the power of its employees' diversity. Seema offers diversity management certification courses, and BAMA plans to certify two employees by the end of 2024.

BAMA Gruppen will be a pilot enterprise in this respect. Workshops including representatives from management and the employees, as well as trade union and health and safety representatives, are being planned.

