



The Oslo Børs Code of Practice for IR

2021



OSLO BØRS

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Oslo Børs wishes to contribute, through the Oslo Børs Code of Practice for IR (the “Code of Practice for IR”), to maintain high standards of quality in the information provided by listed companies. Relevant, accessible and up-to-date information generates interest and confidence – and is essential for liquidity.

The Code of Practice for IR has been prepared for companies that have shares listed on Oslo Børs or Euronext Expand. It also applies insofar as it is relevant to companies that have equity certificates listed on Oslo Børs, and may also be an appropriate source of guidance for companies admitted to trading on Euronext Growth (operated by Oslo Børs). The Code of Practice for IR has been prepared by Oslo Børs in collaboration with the Norwegian Investor Relations Association (NIRA), and is based on the NIRA’s and Oslo Børs’ joint views on best practice for reporting financial and other IR information.

Listed companies must comply with a number of laws and regulations, and it is important that IR personnel are aware of the relevant provisions. Several of the themes addressed by this Code of Practice for IR are governed by detailed laws and regulations. We would like to emphasise that the Code of Practice

for IR does not replace these. In some areas the Code of Practice for IR is more comprehensive than the regulatory framework.

Oslo Børs’ intention is to revise the Code of Practice for IR on a regular basis.

For companies wishing to highlight compliance with the Code of Practice for IR, the following wording is proposed on the company’s website:

“We comply with the Oslo Børs Code of Practice for IR of 1 March 2021”

Compliance with the Code of Practice for IR shall be based on a “comply or explain” principle. Any deviations from the Code of Practice for IR shall be explained on the company’s website, as further described in section 3.1 below.



01 Language

For listed companies that disclose information in the Norwegian language pursuant to applicable law, it is recommended that all financial information and other IR information shall also be disclosed in the English language.

The company should have a clear understanding of the identity of the target groups for its IR information, and should make language choices in accordance with this.

02 Publication of information

2.1

Annual reports, half-yearly reports and other interim reports

It is recommended that annual reports, half-yearly reports and other interim reports for publication are considered at board meetings that are held after the close of exchange trading hours. Annual reports, half-yearly reports or other interim reports for publication that are approved after the close of exchange trading hours should be published along with any associated announcements and presentations immediately, or at the latest by 08:00 on the following day if this is the date stated in the financial calendar published by the company.

It is recommended that the company publishes interim reports for the first and third quarters in addition to the half-yearly and annual

reports that are required by law. It is recommended that half-yearly reports and interim reports for the first and third quarters are published as soon as possible and no later than by the 15th day of the second month after the end of the accounting period in question.

It is recommended that annual reports are published as quickly as possible and no later than three months after the end of the accounting period in question, unless the company has released an interim report for the fourth quarter by this date.

Interim reports that are published for the first, third and fourth quarter, should be prepared in accordance

with IAS 34 or with an equivalent accounting standard where the company reports in accordance with other recognised IFRS-equivalent accounting standards. Alternatively, it is recommended that the company publish a somewhat simpler interim report that as a minimum contains the following:

- Income statement
- Balance sheet
- Cash flow statement
- Notes containing information judged to be important to assessing the company's financial position and results
- Report on the company's performance and earnings in the period

The accounting principles that are applied should be in accordance with IFRS or an equivalent standard for companies that report in accordance with other IFRS-equivalent recognised accounting standards, as well as consistent with the principles the companies are using for the required financial reporting. The interim report should provide a general overview of the company's financial position and profit or loss, and should be balanced.

2.2

Information on future prospects/ guiding etc.

Future prospects/guiding normally relates to information about circumstances that have not yet happened or are not yet finalised. For companies that provide information on future prospects/ guiding, this information may create expectations in the market. This applies regardless of how such information is communicated, for example through financial reporting, capital markets days, in connection with transactions, etc. Some listed companies also elect to provide guidance to the market in respect of target figures, indicators etc. within a specified period before the complete information is available,

for example during the period after the end of the accounting period, but before the final annual, half-yearly or, where relevant, interim report that is for publication has been finalised and published.

It is important to be aware that differences between the actual financial results and the indications that the company has previously communicated, as well as changes a company makes to future prospects/ guiding it has previously published, may be information that is subject to the duty of disclosure. This must be evaluated on a case-by-case basis, and changes in relation to

information that has previously been published about future prospects/ guiding that are price sensitive must be publicly disclosed without delay. Applicable rules contain limitations to delay public disclosure of inside information inter alia in situations where the companies have provided information concerning the matter at hand.

The company should have a policy that specifies whether, and if so to what extent, it will provide information on future prospects/ guiding, and that ensures that it is consistent in the information it releases. The company should publicly communicate any changes to its policy in this respect, and it may be required to disclosure changes depending on the circumstances as described above.

03 Information on the company website

We recommend that information for investors and the market is presented in a single area of the company website that is readily accessible/visible to investors. The area should be labelled with a descriptive name such as “Investor relations”, “Investor information” or “Investor”. We recommend that the following information is provided in this area:

3.1

Corporate Governance

Investor Relations

- Description of the company’s investor information/investor relations policy. It is proposed that the company should, at a minimum, provide the IR policy information as set out in the company’s annual report on corporate governance.
- Whether the company complies in full with the Oslo Børs Code of Practice for IR. If the company chooses to deviate from any section of the Oslo Børs Code of Practice for IR, any such deviation must be stated and the reason for the deviation must be explained in the Investor Relations section.

The articles of association of the company
Board of directors and senior executives

It is recommended that the company posts information about members of the board of directors and senior executives, which includes, at a minimum:

- Name, year of birth, position, education and professional experience.
- How long they have been members of the board or have occupied their current position.
- Holdings of any shares/options/equity certificates issued by the company.

Corporate governance

- Description of the company's corporate governance policy. It is proposed that the company should, at a minimum, provide the annual report on corporate governance required pursuant to the Oslo Børs Issuer Rules.

Sustainability

- Description of the company's policy for integrating considerations related to its stakeholders into its value creation. Euronext has published guidelines on sustainability reporting that companies are recommended to follow. The company should, at a minimum, provide a description of its policy for sustainability reporting as set out in the company's corporate governance report.

3.2

The share/ equity certificate

Shareholders/holders of equity certificates

- Insofar as permitted in accordance with applicable regulations, a list of the 20 largest holders, which also provides information about which of these are registered through nominee accounts. The list should be kept updated at all times, but must at a minimum be updated on a monthly basis.
- We recommend, depending on the proportion of shares that is registered through nominee accounts, that the company should consider whether it would be appropriate to publish a list of beneficial owners based on the 20 largest shareholders on a regular basis, and at least once each year, insofar as permitted in accordance with applicable regulations.

Price information

- Price information for the shares issued by the company, allowing the possibility for comparison with relevant indices and any comparable issuers (peers/benchmark values). This can be arranged by adding a link to the company's page on <https://live.euronext.com/markets/oslo> that shows price performance, history, volume, most recent trades, etc., or the company may make use of a supplier that provides integrated price charts, etc., for its website.
- Price information from several marketplaces if the shares issued by the company are listed on more than one marketplace.

Analyst coverage and consensus estimates

- A list of broking firms and analysts that cover the company on a regular basis and their contact details.
- Research produced by analysts or others that is paid for by the company itself and that is to be disclosed to external parties should be made available on the company's website at the latest at the same time as it is made available to the external parties. It should be indicated clearly and in a readily accessible way on the website that the research has been paid for by the company, that the estimates it contains are not the company's own, and that the company has not processed the content.
- If the company provides analysts or other external parties with information on consensus estimates, this information should be published on the company's website. The company should explain what methodology it has used to produce the consensus estimates. The company should also state which broking firms/analysts are included in the computation if the company publishes such estimates.

Notifiable primary insider trades

- A list of notifiable trades for at least the last 12 months (and/or links to any notifiable trades in the company's shares/equity certificates reported on www.newsweb.no). This applies to announcements by the company's shareholders, and not by the company itself, and it is sufficient to post the notice in the language in which it was issued.
- If no notifiable trades took place during the said period, this should be posted.

Disclosure of large shareholdings (flagging announcements)

- Flagging announcements issued for at least the last 12 months (and/or links to any flagging announcements in respect of the issuer on www.newsweb.no). This applies to announcements by the company's shareholders, and not by the company itself, and it is sufficient to post the notice in the language in which it was issued.
- If no flagging announcements were issued during the said period, this should be posted.

General information about the share/equity certificate

- Information on the type of legal entity and the national jurisdiction under which the company is incorporated.
- The number of shares/equity certificates issued.
- Number of shares/equity certificates owned by the company or by other group companies.
- Information on whether the company has more than one class of shares.
- Information on the marketplace/marketplaces on which the company's shares are listed.
- For of foreign companies using depository receipts or similar arrangements, it is recommended that the company provides sufficient information on the implications for the shareholders of such arrangement, including the procedures for shareholders to exercise shareholder rights.

3.3

Information for shareholders/holders of equity certificates

General meetings

- Notices of, documentation for, and minutes of, general meetings (annual and extraordinary) for the last three years. For savings banks, the requirements apply correspondingly to meetings (annual and extraordinary) of the committee of representatives.

Dividends

- Description of the company's dividend policy. If the company does not have a dividend policy, this should be disclosed.
- Dividend amounts in the last three years. If no dividends have been paid in one or more of the last three years, this should be disclosed.
- Dividend dates in the last three years if dividends have been paid, including the proposal dates, resolution dates, record dates and payment dates, respectively.

Prospectuses

- Prospectuses and information documents (with related attachments and documentation) prepared at least in the last ten years, with corresponding access procedures where relevant.
- Alternatively: Information that no prospectuses or information documents have been prepared for the said period.

The identity of the entity that operates the company's VPS account, with contact details.


3.4

External capital

Financial strategy

- The company should provide a description of its financial strategy, e.g. information on its capital structure, sources of financing, collateral pledged/guarantees, gearing, and its policy for listing bond loans. The information should at a minimum be the same as is provided in the annual report.
- If the company does not have a financial strategy, this should be stated.

Information on the company's debt financing



It is recommended that the company should provide the following information on its debt financing:

- List of the company's various sources of financing, identifying the amounts outstanding in each case. The list should specify listed bond loans, unlisted bond loans, bank financing and any other sources of financing.
- Terms of the interest rates payable on debt financing, including the interest margins on each loan.
- The major covenants that apply to debt financing, including any "change of control" clauses.
- The official credit rating if the company, or any of its individual bonds, has been credit rated.

The information mentioned above should, at a minimum, be the same as is provided in the annual report.

3.5

Reports and company announcements

- Published interim reports for the current year, as well as for at least the five preceding years.
- Annual reports for at least the last five years.
- Stock exchange announcements for at least the last five years (and/or link to the issuer's announcements on www.newsweb.no).

3.6

Presentations

- Presentations given in connection with financial reporting, capital market days or similar should be published.
- Other relevant presentations given by senior management representatives.
- Presentations of financial reporting should be made available as webcasts or audiocasts no less than twice a year.
- Webcasts or audiocasts of other major presentations, such as capital markets days.

3.7

Financial calendar

- A list of dates for financial reporting, general meetings, dividend payments, public presentations, etc.
- Information on any “close period” (i.e. period prior to publication of financial information whereby the companies have policies to not have contact with analysts and others related to financial information) in advance of financial reporting dates if the company practices such an arrangement.

3.8

Contact details

- Contact details for dedicated IR personnel, including e-mail address(es).

04 Communications using other channels

4.1

Social media

It is recommended that companies which use social media in their communication with the market should have clear internal guidelines for how this shall take place that include the individuals who are chosen to speak in public on behalf of the company. These guidelines should also focus on the difference between private and company information. The tone and form of communication through

social media typically differs from other channels and is less formal. The companies must therefore ensure that the information given is correct and not shared in a way that it may be misleading. Notifiable information must always be published in accordance with applicable regulations prior to being published in social media or via other channels.

4.2

Contacts with analysts and equity research

The relations between the company and individual analysts should be characterised by openness. The company should have internal guidelines on contacts with analysts and on managing research in order to ensure that important information is not shared in a discriminatory fashion.

It is not permissible to provide analysts with inside information, nor is it permissible to provide any such information in advance of its publication to any party where the recipient undertakes not to use the information prior to its publication. The company should also exercise caution in terms of the information it communicates and should ensure that it does not communicate information that taken together could be of material importance and thus give the analyst an advantage.

Presentations for analysts are urged to be arranged as joint presentations for all analysts, and conferences for analysts should be open. Once information has been provided to any analyst, the company should not refuse to provide others with the same information unless it has objective factual grounds for doing so. Information for analysts should be made available to all interested parties via the company's website.

As a rule, the company should not comment directly on estimates and research. To the extent that the company thinks that the forecasts of analysts or the market as a whole are too high or too low and it wishes to draw attention to this, the company must do this by issuing a stock exchange announcement. It is, however, acceptable for the company to point out concrete factual errors in relation to matters that the company itself has previously disclosed where such have been used as the basis for research and estimates.

The company should be cautious about actively distributing or publishing reports produced by analysts that it has been given permission to distribute externally as such distribution may be interpreted as the company endorsing the content of the report(s) in question.



