

Sustainability Report 2019

FOR YA HOLDING AB



Yrkes
Akademin

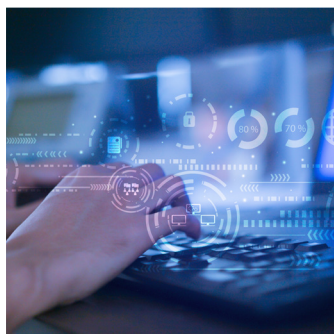
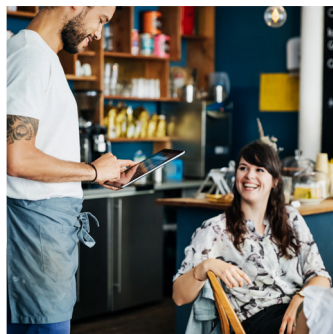
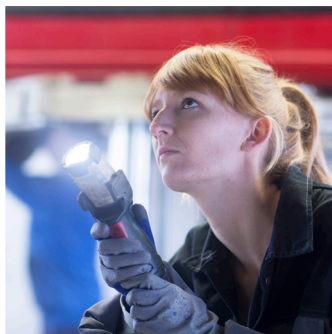


79%

the share of participants in work 3 months after course end
(77% in 2018)

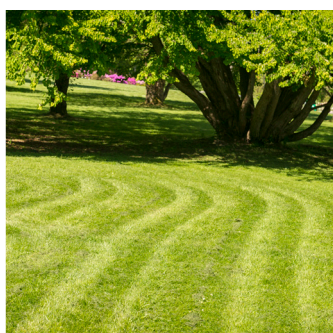
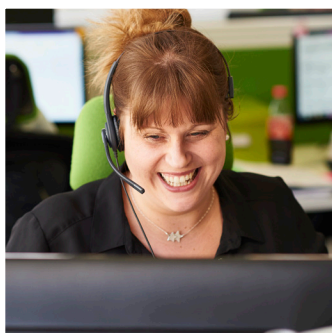
4.2

the result of the participants' index (5 questions 1-5)
(4,2 in 2018)



4.1

the result of the employees' index (8 questions 1-5)
(4,1 in 2018)

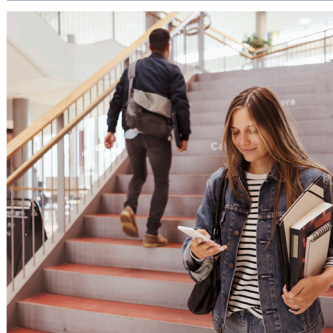


45%

the percent of women in top-20 management positions in YA
(35% in 2018)

1 544 tonnes

the amount of CO₂-emissions that YA has saved by reducing diesel consumption by 525 009 litres during 2019 after introducing simulator based curriculums.





Sustainability Report 2019

This sustainability report covers YA Holding (556969-1727) and all entities included in YA's consolidated accounts for the same period as specified in Note 17 of the consolidated accounts. By signing the annual financial statements and consolidated accounts of YA Holding, the Board of Directors has also approved the Sustainability Report.

Business model

YrkesAkademin (YA) offers vocational training and education for adults. Within all of YA's courses, the focus is to develop labour skills to facilitate the employment of our participants or support transit to a more qualified occupation. We believe that everyone can contribute to society, or as our mission states: With us, everyone should succeed.

YA offers:

- Labour market training and coaching to unemployed via Arbetsförmedlingen, Sweden's Public Employment Service
- Secondary adult vocational education to people who want to develop skills via the municipalities
- Vocational colleges to people who want to advance their skills via the National Agency for Higher Vocational education
- Competence development and license based education and training for employees via their companies
- YA operates in about 50 locations around Sweden and delivers vocational training also in Finland.

YA's largest customer is Arbetsförmedlingen. Employment training accounted for some 65 percent of YA's turn-over in 2019 (80% in 2018). The programmes aim at reducing unemployment and counteract labour shortage by being a flexible tool in the matching process between unemployed and corporations. Out of every person enrolled in Employment training, more than 26% attend an YA course. That made us the leading supplier of these courses to the National Employment Service in 2019.

Governance and management of sustainability impacts

The Board of Directors has the overall responsibility for YA, which includes sustainability and business. The Board has discussed sustainability issues, especially in relation to setting and following up on targets, Key Performance Indicators (KPI) and values as well as in relation to preparation of new procurement bids. When preparing new bids, various aspects of sustainability are of high importance since delivery models, pricing strategies and technology introduction can be affected primarily when designing education models while preparing new bids. The CEO and the management team have integrated sustainability priorities in the KPI-structure that guides the operations in all business areas, regions and education sites. That way, sustainability has become an integrated part of YA's daily work.

In 2019, YA has continued its work to implement and enhance policies within the following areas:

- Working environment
- Remuneration
- Diversity and Gender Equality
- Environment
- Sustainability
- Information security
- Quality
- GDPR



Significant sustainability-related risks and risk management

YA makes yearly reviews and risk analyses of its operations' risks and ecological footprints. In the last assessment round, the following risks and issues were detected:

	Risks	Risk management
Environment	<p>YA analysis shows continued risks regarding the environment. The risks are related to use in courses of products which could have a negative impact on the environment due to:</p> <ul style="list-style-type: none"> • Emissions • Leakage • Chemical risks 	<p>YA aims at minimizing the impact on climate by advancing the use of simulators to avoid emissions and leakage risks as much as possible by developing our systematic approach to both simulators and distance learning tools. Distance- and video meetings are preferred to reduce travelling.</p>
Employee and social matters	<p>YA has risks related to;</p> <ul style="list-style-type: none"> • Discrimination • Work environment 	<p>YA has established a work environment (SE 'arbetsmiljö' committee). A work environment education is conducted during 2019 primarily the managers and safety committee members. Both students and staff are asked about work environment, stress and discrimination at a monthly basis.</p>
Respect for human rights	<p>YA's analyses show that we do not have any obvious risks for breaches of human rights as a consequence of YA's operations.</p>	<p>Possible breaches for human rights are monitored through a whistleblower-function as explained below under 'corruption and bribery'. YA applies a zero tolerance against breaches for human rights.</p>
Corruption and bribery	<p>YA has zero tolerance regarding corruption and bribery. The most important identified risk is related to the procurement process in relation to both municipalities and Arbetsförmedlingen, unethical behaviour to reach high levels of enrolled participants in courses and potential cheating in tests and examinations in various courses.</p>	<p>YA has an anonymous "whistle blower function" to enhance compliance with the applicable regulation. YA has several control mechanisms in place to avoid any misconduct or compromise in compliance. In 2019, the work to implement our core values, Respect, Efficiency, Cooperation and Responsibility was further enhanced e.g. by incorporating the value-based behaviours to individual development reviews.</p>

Goals, outcomes and evaluation

In 2019, YrkesAkademin has had ten sustainability related key performance indicators. The KPIs are followed up by both the management team and the Board of Directors. The sustainability related KPIs are displayed in the table below.



KPI	Target	Outcome of end 2019	Evaluation
Share of participants in work 3 months after course end	80%	79%	Despite a larger distance from the labour market among the unemployed due to primarily language and cultural skills, YA has significantly improved its share in employment. According to The National Employment Service's internal statistics YA is also significantly better than average in enabling employment among our participants. The effect of YAs education programs remains undisputed.
Participants' index	> 4	4.2	The index consists of five questions that are asked every four weeks to enable actions should they be low or fall. The index is simply the average result of those five questions. Participants' index has been stable at an aggregate level throughout 2019, and never fallen below 4. The questions are do you agree/disagree to: 1. I appreciate my education 2. The course will help me get employed 3. My educator(s) are good 4. Teachers and participants show each other respect 5. I feel safe and find the appropriate peace to
Employees' index	> 4	4.1	The index is the average of the answers to how strongly employees agree or disagree to: 1. I appreciate my job 2. I know what is expected from me 3. I develop my skills while working 4. My immediate boss listens to me 5. In YA, we have a strong culture of cooperation 6. Our unit is good at supporting others 7. We help participants get closer to employment 8. My workload is reasonable The aggregated index has been stable around 4.0.

KPI	Target	Outcome of end 2019	Evaluation
Sick leave absence	<4%	4,0%	YA aimst to proactively address any potential health risks to reduce absenteeism. YAs goal is discover health related issues and dissolve them before they turn into absence. At year-end 2019 YA launched a new occupational health care program to facilitate rehabilitation upon need.
Work related accidents with serious injury	0	0	In 2019 YA had 14 work-related incidents. One of them are of psychosocial character, four of them was minor incidents with no injuries. Six of the cases led to minor injuries and three incidents caused a short sick leave. YA has updated the routines and made an action plan to prevent recurrence of the incidents. YA has enhanced its safety committee and established procedures for investigating incidents (including near-misses with ambition of preventing re-occurrence). All site managers and safety representatives were invited to attend an education in work environment issues during 2019. YA has also formed a work environment committee to adress issues related to physical and psychosocial work environment.
Emission reductions due to utilization of technological tools in the education	>1000 tonnes	1 544 tonnes	The quantified emission reduction refers to simulator-based education methods in transport education. Increased utilization of digital learning and meeting platforms is further contributing to our goals of reducing travelling and CO2 emissions.
Electricity consumption per study week	<30 kWh	26,0 kWh	Baseline established to serve as basis for targets 2020. (*includes only the facilities where the electricity is not included in the contract)
Share of vehicles Euro V or better	>70%	79%	Baseline established to serve as basis for targets 2020 an onwards. YA is preparing a revised vehicle policy to support further reduction of CO2 -emission.
Share of under-represented sex in managerial role, TOP-20 leaders	40%	45% women	Gender equality is an essential part of YAs sustainability strategy. By ensuring a sustainable gender balance, the diversity of perspectives in decision making, role models for female participants and employees and thus an effect on gender equality in society as a whole. In total, YA has 35% female employees and 65% male. At the end of 2019 nine out of the top -20 leaders were female.
Work related car travelling	< 550 000 km	550 090 km	Implementation of modern digital meeting and education platforms has made it possible to replace part of the work-related travelling with web-based collaboration. That also contributes to less stress, less risks of accidents and reduction in CO2 emissions.
Corruption and Bribery/ Respect for Human Rights	Zero tolerance against breaches	0	Breaches regarding corruption and bribery or respect for human rights have not been brought to the company's attention during 2019.

Focus 2020

Further more, YA will in 2020 focus work on:

1. Improving employee engagement by:

- Establishing a new occupational health care program
- Enhancing the co-operation with the labour union
- Enhancing value in leadership among national, regional and local leaders
- Further improving internal communication, co-operation and employee involvement

2. Fostering integration between people with different cultural and religious background.

3. Reducing CO2 emission by utilising digital meeting and education platforms and further enhancing simulator based education.

4. Continuously improving the quality and contract compliance.

