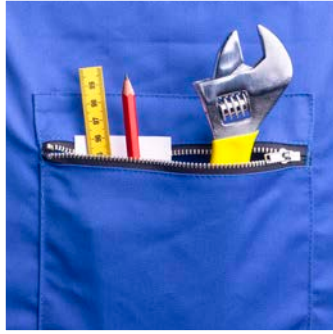


# Sustainability Report 2020

**YA HOLDING AB**

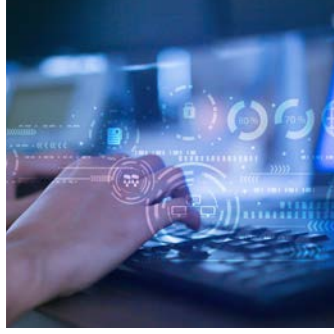
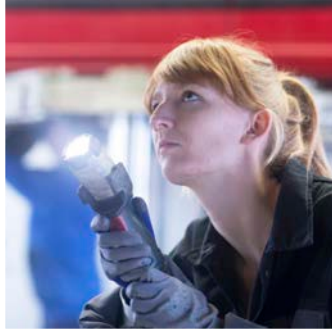


**Yrkes  
Akademin**

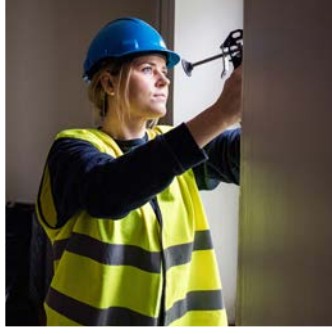
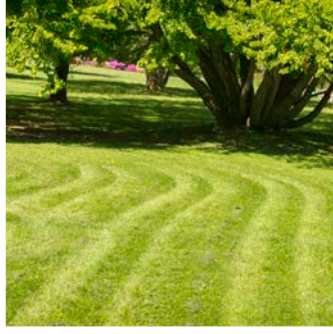
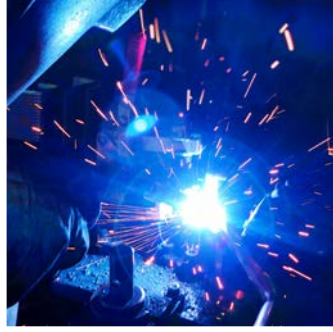
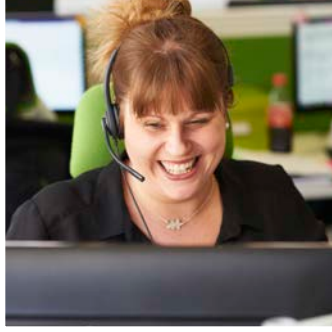


**1 438 tonnes**  
 the amount of CO<sub>2</sub>-emissions that YA has avoided by reducing fuel consumption by 534 thousand litres during 2020 applying simulator-based curriculums

**4.2**  
 the result of the participants' index (5 questions on scale 1-5)

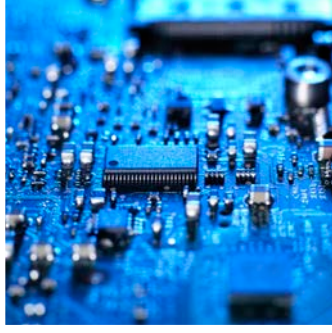


**4.0**  
 the result of the employees' index (9 questions on scale 1-5)



**42%**  
 the percent of women in top-19 management positions in YA

**51%**  
 the share of participants in work 3 months after course





# Sustainability Report 2020

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:

- Employment training to unemployed via the Swedish Public Employment Service .
- Secondary vocational education via municipalities to people who want to further develop their skills.
- Vocational university to people who want to advance their skills via the National Agency for Higher Vocational education.
- Competence development for employees in private companies.
- Matching services to support people searching for employment.

YA operates in more than 50 locations around Sweden and YA is also present in Finland. YA's largest customer is the Swedish Public Employment Service. Employment training aims at reducing unemployment and counteracts labour shortage by being a flexible tool in the matching between unemployed and corporations. Out of every person addressed to employment training, more than 26% attend YA's courses. That makes YA the leading supplier in employment training.

## Governance and management of sustainability impacts

The Board of Directors has the overall responsibility for YA, which includes sustainability and strategic development. YA has addressed sustainability issues, especially in relation to setting and following up on targets and values as well as in relation to preparation for new procurement processes. When preparing for procurement process, various aspects of sustainability are of high importance since delivery models, strategies and technology utilization can be affected primarily when designing educational models. Sustainability is an integrated part of YA's daily work.

In 2020, YA has continued its work within the following areas: working environment, gender equality, environment, information security, GDPR, Quality and compliance with regulations.



# Significant sustainability-related risks and risk management

YA has identified risks related to its operations and ecological footprints. The following risks have been considered as being the most material:

	Risks	Risk management
<b>Environment</b>	<p>Risks regarding the environment have been identified. The risks are related to use of products in courses which could have a negative impact on the environment due to:</p> <ul style="list-style-type: none"> <li>• Emissions</li> <li>• Leakage</li> </ul>	<p>YA aims at minimizing the impact on climate by enhancing the use of simulators in transport training to avoid emissions and leakage risks. This is achieved by implementing simulator-based curriculums and distance learning tools and methods. Distance- and video meetings are preferred to reduce travelling. YA's renewed vehicle policy is encouraging use of hybrid vehicles.</p>
<b>Employee and social matters</b>	<p>YA has identified risks related to:</p> <ul style="list-style-type: none"> <li>• Psychosocial and physical work environment</li> <li>• Health &amp; Safety</li> <li>• Discrimination</li> </ul>	<p>YA has a work environment committee (SE 'arbetsmiljö'). A work environment education is conducted primarily to the managers and safety committee members. Both students and employees are frequently asked about their perception on e.g. work environment and discrimination.</p>
<b>Respect for human rights</b>	<p>YA operates only in Nordic area, where the risks for serious breaches of human rights is generally considered low. YA may have students that come from areas exposed to risks for human rights.</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>
<b>Corruption and bribery and breach of contract</b>	<p>YA has zero tolerance regarding corruption, bribery and breach of contract. The most important identified risks are related to the procurement process in relation to both municipalities and AF, potential cheating in tests and examinations as well as potential breach of applicable laws and regulations.</p>	<p>YA has an anonymous "whistle blower function" to enhance compliance with the applicable regulation. Whistle blows are monitored and investigated by the board of directors. YA has established internal controls to avoid any misconduct or breach of contract.</p>

# Goals, outcomes and evaluation

In 2020, YrkesAkademin had nine sustainability related key performance indicators. The KPIs are followed up by the management team and they are disclosed to the Board of Directors. The sustainability related KPIs are displayed in the table below.

KPI	Target	Outcome of end 2020	Evaluation
Share of participants in work 3 months after course end	80%	51%	Despite of a distance from the labour market among the unemployed, YA has traditionally reached a sustainable level of share of participants employed (e.g. 80%). In 2020, this was negatively affected by the outbreak of Covid-19 and the prevailing situation at the labour market. The effect of YA's education programs remains undisputed, regardless of covid-19.
Participants' index	> 4	4.2	The index consists of five questions that are asked frequently. Participants' index has been stable at an aggregate level in 2020, and never fallen below 4. The index is the average of the answers to how strongly employees agree or disagree to: <ol style="list-style-type: none"> <li>1. I appreciate my education</li> <li>2. The course will help me get employed</li> <li>3. My educator(s) are good</li> <li>4. Teachers and participants show respect towards each other</li> <li>5. I feel safe and have an opportunity to study when I need to</li> </ol>
Employees' index	> 4	4.0	The index consists of nine questions that are asked frequently. The index is the average of the answers to how strongly employees agree or disagree to: <ol style="list-style-type: none"> <li>1. I appreciate my job</li> <li>2. I know what is expected from me</li> <li>3. I have an opportunity to develop my skills at work</li> <li>4. My immediate boss is willing to listen me</li> <li>5. In YA, we have a strong culture of co-operation</li> <li>6. Our unit is good at supporting others</li> <li>7. We help participants get closer to employment</li> <li>8. My workload is reasonable</li> <li>9. How likely would you recommend working at YA your friend</li> </ol> The aggregated index has been stable around 4.0.

KPI	Target	Outcome of end 2020	Evaluation
Sick leave absence	<4%	4,5%	YA aims to proactively address any potential health risks to reduce absenteeism. YA's goal is to discover health related issues and to dissolve them before they turn into absenteeism. At year-end 2020, YA has continued its work to apply a newly introduced occupational health care program to facilitate rehabilitation upon need. The Covid-19 pandemic has increased short-term absenteeism, due to special restrictions even with mild symptoms.
Lost Time Injury Frequency Rate (LTIFR)	<10	11,4	YA has implemented Lost Time Injury Frequency Rate (LTIFR), i.e. the number of injuries occurring in a workplace per 1 million working hours. LTIFR is also applied by the shareholder CapMan throughout its investment portfolio. LTIFR for 2020 was 11.4 (9 incidents) compared to 15.5 a year earlier (14 incidents). None of the occurred incidents led to serious injuries. YA has enhanced its safety committee and established procedures for investigating incidents with ambition to prevent re-occurrence. All site managers and safety representatives have been invited to attend an education in work environment. YA has also formed a work environment committee to address issues related to physical and psychosocial work environment.
Emission reductions due to utilization of technological tools in the education	>1000 tonnes	1 438 tonnes	The quantified emission reduction refers to simulatorbased 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. The recorded reduction is based on reduced fuel consumption.
Share of vehicles Euro V or better	>80%	93%	In 2020, YA has implemented a renewed vehicle policy to support further reduction of CO2 -emission by encouraging the use of hybrid vehicles.
Share of under-represented sex in managerial role, TOP-19 leaders	40%	42% women	Gender equality is an essential sustainability goal for YA. A sustainable gender balance contributes to the diversity of perspectives in decision making. In total, YA has 36% female employees and 64% male. At the end of 2020 eight out of the top 19 -leaders were female.
Work related car travelling	< 500 000 km	338 668 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 for accidents and reduction in CO2 emissions. Remote work after the outbreak of Covid-19 has contributed to the reduced car travelling.
Corruption and Bribery/ Respect for Human Rights	Zero tolerance against breaches	No reported cases	Breaches regarding corruption and bribery or respect for human rights have not been brought to the company's attention in 2020.

# Focus areas for 2021

YA will in 2021 focus on:

## **1. Improving employee engagement by**

- Following a new occupational health-care program.
- Enhancing the co-operation with the labour union.
- Further improving internal communication, co-operation and employee involvement.
- Implementing a structured introduction program to new employees.
- Continuing competence development regarding pedagogy, distance-based learning and digital tools and systems.

## **2. Reducing CO2 emission by utilising digital meeting and education platforms and further enhancing the use of simulator-based curriculum**

- Simulator utilization rate is monitored through YA's revised scorecard.

## **3. Initiate project to reach a quality certificate according to the standard ISO 9001**

## **4. Initiate project to reach an environment certificate according to environmental management system ISO 14001**

