



## ÅRSREGNSKAPET FOR REGNSKAPSÅRET 2022 - GENERELL INFORMASJON

### Enheten

Organisasjonsnummer:	989 757 113
Organisasjonsform:	Aksjeselskap
Foretaksnavn:	MENZIES AVIATION (OSLO) AS
Forretningsadresse:	Sigrid Undsets plass Terminalen 2060 GARDERMOEN

### Regnskapsår

Årsregnskapets periode:	01.01.2022 - 31.12.2022
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### Konsern

Morselskap i konsern:	Nei
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### Regnskapsregler

Regler for små foretak benyttet:	Nei
Benyttet ved utarbeidelsen av årsregnskapet til selskapet:	Regnskapslovens alminnelige regler

### Årsregnskapet fastsatt av kompetent organ

Bekreftet av representant for selskapet:	Dominik Kamil Krol
Dato for fastsettelse av årsregnskapet:	30.06.2023

### Grunnlag for avgivelse

År 2022: Årsregnskapet er elektronisk innlevert  
År 2021: Tall er hentet fra elektronisk innlevert årsregnskap fra 2022

*Det er ikke krav til at årsregnskapet m.v. som sendes til Regnskapsregisteret er undertegnet. Kontrollen på at dette er utført ligger hos revisor/enhetens øverste organ. Sikkerheten ivaretas ved at innsender har rolle/rettighet for innsending av årsregnskapet via Altinn, og ved at det bekreftes at årsregnskapet er fastsatt av kompetent organ.*

Brønnøysundregistrene, 10.07.2024



### Resultatregnskap

Beløp i: NOK	Note	2022	2021
<b>RESULTATREGNSKAP</b>			
<b>Inntekter</b>			
Revenue		497 853 538	237 786 879
Other income		10 609 979	4 986 192
<b>Sum inntekter</b>	2	<b>508 463 517</b>	<b>242 773 071</b>
<b>Kostnader</b>			
Employee benefits expense	4, 5	333 879 921	175 178 874
Depreciation and amortisation expenses	6	4 708 189	4 513 770
Other expenses	4	160 172 403	78 062 716
<b>Sum kostnader</b>		<b>498 760 513</b>	<b>257 755 359</b>
<b>Driftsresultat</b>		<b>9 703 004</b>	<b>-14 982 289</b>
<b>Finansinntekter og finanskostnader</b>			
Other financial income	1		48 319
<b>Sum finansinntekter</b>			<b>48 319</b>
Annen rentekostnad		-9	
Other financial expenses	1, 8	1 157 241	3 282 082
<b>Sum finanskostnader</b>		<b>1 157 232</b>	<b>3 282 082</b>
<b>Netto finans</b>		<b>-1 157 232</b>	<b>-3 233 762</b>
<b>Ordinært resultat før skattekostnad</b>		<b>8 545 771</b>	<b>-18 216 051</b>
Income tax expense	9, 12		
<b>Ordinært resultat etter skattekostnad</b>		<b>8 545 771</b>	<b>-18 216 051</b>
<b>Årsresultat</b>	10	<b>8 545 771</b>	<b>-18 216 051</b>
<b>Årsresultat etter minoritetsinteresser</b>		<b>8 545 771</b>	<b>-18 216 051</b>
<b>Totalresultat</b>		<b>8 545 771</b>	<b>-18 216 051</b>
<b>Overføringer og disponeringer</b>			
Other equity		8 545 771	-18 216 051



## Resultatregnskap

<b>Beløp i: NOK</b>	<b>Note</b>	<b>2022</b>	<b>2021</b>
Sum overføringer og disponeringer		8 545 771	-18 216 051



### Balanse

Beløp i: NOK	Note	2022	2021
<b>BALANSE - EIENDELER</b>			
<b>Anleggsmidler</b>			
<b>Immaterielle eiendeler</b>			
Utsatt skattefordel	12		
<b>Varige driftsmidler</b>			
Machinery and equipment	6	53 703 505	54 801 889
Equipment and other movables	6	340 393	220 188
<b>Sum varige driftsmidler</b>		<b>54 043 898</b>	<b>55 022 076</b>
<b>Finansielle anleggsmidler</b>			
Other long-term receivables		39 281	991 849
<b>Sum finansielle anleggsmidler</b>		<b>39 281</b>	<b>991 849</b>
<b>Sum anleggsmidler</b>		<b>54 083 179</b>	<b>56 013 925</b>
<b>Omløpsmidler</b>			
<b>Varer</b>			
<b>Sum varer</b>		<b>50 307</b>	<b>2 229 395</b>
<b>Fordringer</b>			
Accounts receivables	7	80 540 458	68 288 100
Other short-term receivables	8	9 990 561	6 894 639
<b>Sum fordringer</b>		<b>90 531 020</b>	<b>75 182 739</b>
<b>Investeringer</b>			
Aksjer og andeler i foretak i samme konsern	1		
Markedsbaserte aksjer	1		
Listed bonds	1		
Andre markedsbaserte finansielle instrumenter	1		
Other financial instruments	1		
<b>Sum investeringer</b>	1		
<b>Bankinnskudd, kontanter og lignende</b>			
Cash and cash equivalents	3	46 329 517	31 493 105
<b>Sum bankinnskudd, kontanter og lignende</b>		<b>46 329 517</b>	<b>31 493 105</b>



### Balanse

Beløp i: NOK	Note	2022	2021
Sum omløpsmidler		136 910 844	108 905 238
<b>SUM EIENDELER</b>		<b>190 994 023</b>	<b>164 919 164</b>
<b>BALANSE - EGENKAPITAL OG GJELD</b>			
<b>Egenkapital</b>			
<b>Innskutt egenkapital</b>			
Share capital	10, 11	3 000 000	3 000 000
Overkurs	10	21 012 896	21 012 896
<b>Sum innskutt egenkapital</b>		<b>24 012 896</b>	<b>24 012 896</b>
<b>Opptjent egenkapital</b>			
Other equity	10	8 545 771	
Result brought forward (aut)			
<b>Sum opptjent egenkapital</b>		<b>8 545 771</b>	
<b>Sum egenkapital</b>		<b>32 558 667</b>	<b>24 012 896</b>
<b>Gjeld</b>			
<b>Langsiktig gjeld</b>			
Utsatt skatt	12		
<b>Annen langsiktig gjeld</b>			
<b>Sum langsiktig gjeld</b>		<b>0</b>	<b>0</b>
<b>Kortsiktig gjeld</b>			
Leverandørgjeld		17 524 147	22 565 496
Tax payable	12		
Public duties payable		34 535 361	25 466 950
Other current liabilities	7, 8	106 375 848	92 873 822
<b>Sum kortsiktig gjeld</b>		<b>158 435 356</b>	<b>140 906 268</b>
<b>Sum gjeld</b>		<b>158 435 356</b>	<b>140 906 268</b>
<b>SUM EGENKAPITAL OG GJELD</b>		<b>190 994 023</b>	<b>164 919 164</b>



## Balanse

<b>Beløp i: NOK</b>	<b>Note</b>	<b>2022</b>	<b>2021</b>
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Statsautoriserte revisorer  
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Medlemmer av Den norske Revisorforening

## INDEPENDENT AUDITOR'S REPORT

To the Annual Shareholders' Meeting of Menzies Aviation (Oslo) AS

### Opinion

We have audited the financial statements of Menzies Aviation (Oslo) AS (the Company), which comprise the balance sheet as at 31 December 2022, the income statement and the cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion the financial statements comply with applicable legal requirements and give a true and fair view of the financial position of the Company as at 31 December 2022 and its financial performance and cash flows for the year then ended in accordance with the Norwegian Accounting Act and accounting standards and practices generally accepted in Norway.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Company in accordance with the requirements of the relevant laws and regulations in Norway and the International Ethics Standards Board for Accountants' *International Code of Ethics for Professional Accountants (including International Independence Standards)* (IESBA Code), and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other information

Other information consists of the information included in the annual report other than the financial statements and our auditor's report thereon. Management (the board of directors and the Managing Director) is responsible for the other information. Our opinion on the financial statements does not cover the other information, and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information, and, in doing so, consider whether the board of directors' report contains the information required by legal requirements and whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information or that the information required by legal requirements is not included, we are required to report that fact.

We have nothing to report in this regard, and in our opinion, the board of directors' report is consistent with the financial statements and contains the information required by applicable legal requirements.

### Responsibilities of management for the financial statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the Norwegian Accounting Act and accounting standards and practices generally accepted in Norway, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the



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going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the board of directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Oslo, 14 July 2023  
ERNST & YOUNG AS

*The auditor's report is signed electronically*

Leiv Aschehoug  
State Authorised Public Accountant (Norway)

Independent auditor's report - Menzies Aviation (Oslo) AS 2022

A member firm of Ernst & Young Global Limited

Penneo Dokumentnøkkel: KVGWY-LUCX6-8ZMHK-ZXUSY-5J8BZ-4WIDZ



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## Leiv Thorkil Aschehoug

Statsautorisert revisor

På vegne av: Ernst & Young AS

Serienummer: 9578-5999-4-979477

IP: 77.16.xxx.xxx

2023-07-14 08:46:48 UTC



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Menzies Aviation (Oslo) AS  
Org nr 989757113 MVA

## Board of directors' report

### Operations and locations

Menzies Aviation (Oslo) AS is 100% owned by Menzies Aviation Limited registered in UK. The company provides passenger, deicing and ramp services at Oslo Gardermoen Airport, Norway.

### Going concern

In accordance with the Accounting Act § 3-3a, we confirm that the financial statements have been prepared under the assumption of going concern.

We complete regular short to medium term cash flow forecasts which project sufficient cash resources for this horizon. The medium to long term outlook is obviously very dependent upon a number of economic and aviation industry related factors. We have created, at a high level, a 3-year plan covering volume evolution, commercial opportunities and customer developments, which supports the ability for the company to be profitable in the coming years. We have also derived a projected financial outlook for 2023 that gives reasonable assurance, at this moment, over the profitability of the company. Our latest forecast, delivered at 31.05.2023, for YTD 2023, shows that company is profitable in fiscal year 2023.

We are following our forecast on a week-to-week basis, and as of the signing date 30.06.2023, there are no sign of cancellations or drop in Revenue, which will interfere with our YTD 2023 conclusion about positive EBIT. Our costs are under control. The Board see the situation of the company as stable and sustainable at the signing date 30.06.2023.

The Company's Board is encouraged by the Company's positive equity at the end of 2022. The Company's Board are furthermore encouraged that the forecast is showing a positive YTD 2023 EBIT, that there are no sign of drop in revenue and that company has a positive cashflow. The Company's Board asses that with the facts of positive EBIT and the Cash Pool Agreement with Group, that there is no material uncertainty related to the going concern of the Company.

### Future challenges

The main challenge for the company, as per 30.06.2023, is the market conditions. The main challenge company is facing is competition from already existing competitors and newcomers. During 2023 a new Handling Agent has started operating at Oslo Airport Gardermoen. This has lead to revenue loss as Company has lost partial production of the biggest customer.

The Company's Board is working actively to ensure that the company has a high productivity and control of costs, which ensure the competitiveness of the company in challenging market conditions.

### Comments related to the financial statements

The company's total revenue increased from MNOK 242.8 in 2021 to MNOK 508.4 in 2022 due to the recovery from Covid-19 pandemic. The company shows a net profit of MNOK 8.5 in 2022 compared to a net loss of MNOK 18.2 in 2021.

The company has an accumulated carry on forward tax loss of MNOK 271.3 in 2022 compared to MNOK 285.3 in 2021

During 2022 no research and development costs are included in the financial result.

### Financial risk

The biggest risk for the company is competition from other ground handlers.

The company is not exposed to any material exchange rate risk. The company's current strategy is not to use any financial instruments. The strategy will be reviewed in the coming year.

### Market risk

The company has not entered into any derivative or other agreements to reduce the exchange rate risk. Currently most of the revenues and suppliers invoices are in local currency and therefore this is deemed low.

### Credit risk

The risk for losses on receivable is considered low, but management is continuously monitoring the situation as a result of market conditions. Most of customers are network customers which are handled in other stations across the world. Credit ratings of customers are monitored on a monthly basis. However the risk is always there and company would like to note that a Bad Debt provision of 3.7 MNOK is taken per 31.12.2022 for Flyr Bankruptcy related to unpaid invoices.

### Liquidity risk

The company made a net profit of MNOK 8.5 during the year while the cash flow from operating activities amounted positive to MNOK 18.5.



The company has a Cash Pool facility of total 200 MNOK ensuring enough working capital. Per 31.12.2022 the remaining credit facility is 192 MNOK which is sufficient to cover company's need for working capital for the foreseeable future.

#### The working environment and the employees

The working climate has been good and the staff have shown motivation during the year. Safety & security continue to be the main priority both on the job & training, and there have been no incidents or reporting of work related accidents resulting in significant material damages or personal injury occurred during the year.

Leave of absence due to illness totaled 79,669 hours in 2022 (37,515 hours in 2021) which equals 8% of the total working hours (7% in 2021). The company has taken positive initiatives to reduce the sickness level to an acceptable level. "Back to work interviews" have been introduced for all employees being sick, including in-house doctors' visits.

The cooperation with the employees' trade unions has been constructive and contributed positively to operations.

#### Equal opportunities

The company aims to be a workplace with equal opportunities and has included in the local recruitment policies regulations to prevent gender discrimination regarding salary, promotion and recruiting. The company has traditionally recruited from environment equally dominated by both men and woman.

At the end of 2022 Menzies Aviation employed 621 staff in various operational roles and 55 with administrative roles.

#### Discrimination

The Discrimination Acts' objectives is to promote gender equality, ensure equal opportunities and rights, and to prevent discrimination due to ethnicity, national origin, descent, skin colour, language, religion and faith.

The Group is working actively, determined and systematically to encourage the acts' purpose within its business. Included in the activities are recruiting, salary and working conditions, promotion, development opportunities and protection against harassment.

The Groups' aim is to be in workplace with no discrimination due to reduced functional ability and is working actively to design and implement the physical conditions in such a manner that as many as possible can utilize the various functions. For employees or new applicants with reduced functional ability, individual arrangements of workplace and responsibility are made.

The Company has more than 50 staff per 31.12.2022, hence the Company has an activity and reporting obligation after Discrimination act § 26. The reporting duty is outlined in Discrimination act §26a. The report after Discrimination acts § 26a is included in Menzies Aviation (Oslo) AS annual report 2022. Refer to the report with title "Gender equality report Menzies Aviation (Oslo) AS 2022" below.

#### Directors' and officers' liability

Accounting act 3-3a requires a disclosure of whether the company has a Directors' and officers' liability insurance. The Company confirms that the Group is holding an insurance, which cover Company Director and Boardmembers. The insurance covers the cost of compensation claims made against the business's directors and key managers (officers) for alleged wrongful acts. This include: breach of trust, breach of duty, neglect, error, misleading statements and wrongful trading.

Directors' and officers' liability insurance can cover the cost of compensation claims made against directors by shareholders, investors, employees, regulators or third parties. If a director or officer of the company is found to have acted outside of their terms of reference, civil, criminal or regulatory proceedings can be brought against them.

Directors' and officers' liability insurance covers the cost of defending these proceedings, as well as any compensation costs that arise from an unsuccessful defence.

Directors' and officers' liability insurance covers claims made by: regulators, shareholders or investors, e.g. for failure to act in the company's best interest - and creditors.

Directors' and officers' liability insurance also covers claims brought in relation to: breach of European legislation and insolvency

Directors' and officers' liability insurance covers defence costs arising from criminal and regulatory investigations into the company where no actual wrongful act has been alleged against a director.

Directors' and officers' liability insurance doesn't cover fraudulent or criminal acts by directors/ officers.

#### Transparency act

On 01.07.2022 the Act relating to enterprises' transparency and work on fundamental human rights and decent working conditions (Transparency Act) went into force.

The Company has more than 70 MNOK in revenue and 35 MNOK on balancesheet, hence the Company has a duty to carry out due diligence after Transparency Act §4 and a duty to account for due diligence after Transparency Act §5. The report after Transparency Act §5 is included in Menzies Aviation (Oslo) AS annual report 2022. Refer to the report with title "Menzies' Aviation's account of their human rights and decent working conditions due diligence in accordance with the Norwegian Transparency Act - Year 2022-2023"

#### Environment

The company respects its partners and the laws and regulations regarding the environment and is active to avoid or reduce any environmental hazards in its ground handling operations. One of the initiatives which has been taken, is the policy that most of company's Ground Service Equipment, are being replaced to electric units.



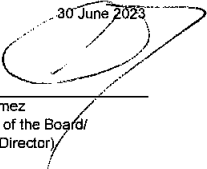
**Allocation of net profit**

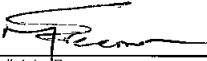
The Board of Directors has proposed the net profit of Menzies Aviation (Oslo) AS to be attributed to:

Other equity:	<u>8 545 771</u>
Net profit allocated:	<u>8 545 771</u>

Oslo,

30 June 2023

  
Miguel Gomez  
(Chairman of the Board/  
Managing Director)

  
Neil John Freeman  
Board Member



## Income statement

		2022-01-01 - 2022-12-31	2021-01-01 - 2021-12-31
<b>Revenue</b>			
Sales revenue			
Other operating income		497 853 538	237 786 879
		10 609 979	4 986 192
<b>Operating expenses</b>	2	508 463 517	242 773 071
Payroll expenses			
Depreciation	3,4	(333 879 921)	(175 178 874)
Other operating expenses	5	(4 708 189)	(4 513 770)
Total operating expenses	3	(160 172 403)	(78 062 716)
		(498 760 513)	(257 755 359)
Operating result		9 703 004	(14 982 289)
<b>Financial income and expenses</b>			
Other financial income		-	48 319
Other financial expenses			
Net financial items	6	(1 157 241)	(3 282 082)
		(1 157 241)	(3 233 762)
Profit or (loss) before tax		8 545 771	(18 216 051)
Income tax expense	7		-
Net profit or (loss) for the year	8	8 545 771	(18 216 051)
<b>Allocated as follows</b>			
Transferred to other equity		8 545 771	(18 216 051)



## Balance sheet as of December 31

	Note	2022-12-31	2021-12-31
<b>ASSETS</b>			
<b>Fixed assets</b>			
<i>Tangible assets</i>			
Machinery and plant	5	53 703 505	54 801 889
Office Equipment	5	340 393	220 188
Total tangible assets		<u>54 043 898</u>	<u>55 022 076</u>
<i>Financial assets</i>			
Long-term receivables		39 281	991 849
Total fixed assets		<u>54 083 179</u>	<u>56 013 925</u>
<b>Current assets</b>			
Inventory		50 307	2 229 395
<i>Receivables</i>			
Trade receivables	9	80 540 458	68 288 100
Other receivables	6,9	9 990 561	6 894 639
Total receivables		<u>90 531 020</u>	<u>75 182 739</u>
Cash and cash equivalents	10	46 329 517	31 493 105
Total current assets		<u>136 910 844</u>	<u>108 905 239</u>
<b>Total assets</b>		<u>190 994 023</u>	<u>164 919 164</u>

## Balance sheet as of December 31

	Note	2022-12-31	2021-12-31
<b>Equity</b>			
<i>Paid-in capital</i>			
Share capital	8,11	3 000 000	3 000 000
Share premium	8	21 012 896	21 012 896
Total paid-in capital		<u>24 012 896</u>	<u>24 012 896</u>
<i>Retained earnings</i>			
Other equity	8	8 545 771	-
Total retained earnings		<u>8 545 771</u>	<u>-</u>
Total equity		32 558 667	24 012 896
<b>Liabilities</b>			
<i>Current liabilities</i>			
Trade creditors		17 524 147	22 565 496
Public duties payable		34 535 361	25 486 950
Other short-term liabilities	6,9	106 375 848	92 873 822
Total current liabilities		<u>158 435 356</u>	<u>140 906 268</u>
Total liabilities		158 435 356	140 906 268
<b>Total equity and liabilities</b>		<u>190 994 023</u>	<u>164 919 164</u>

Oslo, 30 June 2023

Miguel Gomez  
(Chairman of the Board/  
Managing Director)

Neil John Freeman  
Board Member



## Cash flow statement

	Note	2022-01-01 - 2022-12-31	2021-01-01 - 2021-12-31
<b>Cash flow from operating activities</b>			
Profit/(loss) before tax			
Gain from sale of tangible assets		8 545 771	(18 216 051)
Depreciation and amortisation		(19 071)	-
Changes in Inventory	5	4 708 188	4 513 770
Changes in Trade receivables		2 179 088	(1 880 910)
Changes in Trade payables		(12 252 359)	(58 340 647)
Change in other current balance sheet items		(5 041 349)	14 958 645
Net cash flow from operating activities		20 408 011	45 207 322
		18 528 280	(13 757 871)
<b>Cash flow from investing activities</b>			
Purchase of tangible fixed assets	5	(3 691 868)	(1 018 274)
Disposal of tangible fixed assets	5	-	-
Net cash flow from investing activities		(3 691 868)	(1 018 274)
<b>Cash flow from financing activities</b>			
Net cash flow from financing activities		-	-
Net change in cash and cash equivalents			
Cash and cash equivalents at 01.01		14 836 413	(14 776 144)
Cash and cash equivalents at 31.12	10	31 493 105	46 269 248
	10	46 329 517	31 493 105



## Notes to the accounts for 2022

### Note 1 - Accounting principles

The annual report is prepared according to the Norwegian Accounting Act 1998 and generally accepted accounting principles.

#### *Sales revenue*

Sales revenues are recognized at the time of delivery. Revenue from services are recognized at execution. The share of sales revenue associated with future services are recorded in the balance sheet as deferred sales revenue, and are recognized at the time of execution.

#### *Balance sheet classification*

Net current assets comprise creditors due within one year, and entries related to goods circulation. Other entries are classified as fixed assets and/or long-term creditors.

Current assets are valued at the lower of acquisition cost and fair value. Short term creditors are recognized at nominal value.

Fixed assets are valued by the cost of acquisition, in the case of non-incident reduction in value the asset will be written down to the fair value amount. Long term creditors are recognized at nominal value.

#### *Property, plant and equipment*

Property, plant and equipment is capitalized and depreciated over the estimated useful economic life. Direct maintenance costs are expensed as incurred, whereas improvements and upgrading are assigned to the acquisition cost and depreciated along with the asset. If carrying value of a non-current asset exceeds the estimated recoverable amount, the asset is written down to the recoverable amount. The recoverable amount is the greater of the net selling price and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value.

#### *Trade and other receivables*

Trade receivables and other current receivables are recorded in the balance sheet at nominal value less provisions for doubtful debts. Provisions for doubtful debts are calculated on the basis of individual assessments. In addition, for the remainder of accounts receivables outstanding balances, a general provision is carried out based on expected loss.

#### *Income tax*

Tax expenses in the profit and loss account comprise both tax payable for the accounting period and changes in deferred tax. Deferred tax is calculated at 22 percent on the basis of existing temporary differences between accounting profit and taxable profit together with tax deductible deficits at the year end. Temporary differences both positive and negative, are balance out within the same period. Deferred tax assets are recorded in the balance sheet to the extent it is more likely than not that the tax assets will be utilized.

To what extent group contribution not is registered in the profit and loss, the tax effect of group contribution is posted directly against the investment in the balance.

#### *Inventories*

Inventories are valued at the lower of cost or market value. Cost is estimated using the FIFO method. Finished goods and work in progress are valued at full production cost. Write-downs are carried out for foreseeable obsolescence.

#### *Cash flow statement*

The cash flow statement is presented using the indirect method. Cash and cash equivalents includes cash, bank deposits and other short term highly liquid placement with original maturities of three months or less.

#### *Conversion of foreign currencies*

Each month, Menzies Aviation updates the rate of each currency globally. The local value is reevaluated based on the new rates for all ongoing invoices with a foreign currency. Transactions in foreign currencies are translated to NOK at the foreign exchange rate at the date of the transactions. Monetary assets and liabilities denominated in foreign currency are translated to NOK at the foreign exchange rate at balance sheet date. Realised and unrealised exchange differences arising on translation are recognised as financial items in the Income Statement.



## Note 2 Sales

	2022	2021
Ground revenue		
Other revenue	497 853 538	237 786 879
<b>Total</b>	<b>10 609 979</b>	<b>4 986 192</b>
	508 463 517	242 773 071

Menzies Aviation (Oslo) AS provide customer support with a broad range of airside services. Such services include ramp and cargo handling, de-icing and other technical support.

Of the total other revenues of MNOK 10.6 , MNOK 1.2 is related to obtained governmental support due to the Covid-19 pandemic, and MNOK 9.4 is related to other service recharge commission, equipment rental, etc.

## Note 3 Wage costs, number of employees, remuneration, loans to employees and auditors' fee

Wage costs	2022	2021
Salaries		
Payroll tax	279 112 088	150 158 630
Pension costs	41 901 663	20 507 691
<b>Total</b>	<b>12 866 190</b>	<b>4 512 553</b>
	333 879 921	175 178 874
The average number of FTE	536	434

### Management remuneration

No remuneration has been paid to the Board of Directors during the year. The Managing Director has not received salary from the company in 2022 (also NOK 0 in 2021). The Managing Director receives his salary from Menzies Aviation (EMEA) BV.

No loans or guarantees have been given to the Managing Director or members of the Board.

### Auditor fee has been divided as follows

	2022	2021
Ordinary audit		
Tax services	375 000	375 000
Other consultancy services	-	-
<b>Total</b>	<b>80 000</b>	<b>-</b>
	455 000	375 000

VAT is not included in the figures of auditors' fee.

## Note 4 Pensions

The company is required to have occupational pension scheme in accordance with the Norwegian law on required occupational pension ("lov om obligatorisk tjenstepensjon"). The company's pension scheme meets the requirements of the law.

The company has defined contribution pension scheme. The pension expense in 2022 is MNOK 13.2 (MNOK 5.5 in 2021). The company also has an early retirement pension scheme. The expense in 2022 is MNOK 5.0 (MNOK 2.5 in 2021).

The actuarial assumptions are based on assumptions of demographical factor normally used within the insurance industry.



## Note 5 Tangible assets

	Plant and Machinery	Office equipment	Total
Acquisition cost 01.01.2021			
Purchased tangibles	73 570 321	2 362 759	75 933 080
Disposal tangibles	879 358	138 916	1 018 274
Acquisition cost 31.12.2021	-	-	-
	74 449 679	2 501 675	76 951 354
Depreciation for the year			
Disposal depreciation tangibles	(4 393 244)	(120 525)	(4 513 770)
Acc. Depreciation 31.12.2021	-	-	-
	-19 647 789	(2 281 487)	(21 929 276)
Net carrying amount at 31.12.2021	54 801 890	220 188	55 022 077
Acquisition cost 01.01.2022			
Purchased tangibles	74 449 679	2 501 675	76 951 354
Disposal tangibles	3 423 469	268 400	3 691 869
Acquisition cost 31.12.2022	-	-	-
	77 873 148	2 770 075	80 643 222
Depreciation for the year			
Disposal depreciation tangibles	(4 559 994)	(148 194)	(4 708 188)
Acc. Depreciation 31.12.2022	38 144	-	38 144
	(24 189 639)	(2 429 682)	(26 599 321)
Net carrying amount at 31.12.2022	53 703 505	340 393	54 043 898
Depreciation plan:			
Computers	Linear	Linear	
Office equipment	-	3 years	
Plant and Machinery	7-15 years	5 years	

## Note 6 Intercompany balance group company and associate

### Intercompany transactions

	2022	2021
Technical services		
Management fees	6 639 651	3 087 609
Interest cost	8 006 572	5 683 421
	458 373	2 453 603

### Receivables

	2022	2021
Intercompany receivables		
	2 976 124	2 531 030

### Other short-term liabilities

	2022	2021
Intercompany payables		
	44 136 016	47 087 139



## Note 7 Income taxes

<i>Tax base estimation</i>	2022	2021
Ordinary result before tax	8 545 771	(18 216 051)
Temporary differences	5 371 220	(28 468 664)
Change in loss carried forward	(13 916 991)	46 684 715
<b>Tax base</b>	<b>-</b>	<b>-</b>
	2022	2021
Calculated tax payable	-	-
Payable in prior years	-	-
<b>Tax payable in the balance sheet</b>	<b>-</b>	<b>-</b>
<i>Temporary differences outlined</i>	2022	2021
Fixed assets	77 799	35 964 191
Accounts receivables	11 072 919	(11 127 010)
Other accruals	(5 779 498)	-
<b>Total</b>	<b>5 371 220</b>	<b>24 837 181</b>
Accumulated tax loss carried forward	(271 386 407)	(285 303 398)
<b>Net temporary differences 31.12</b>	<b>(246 549 226)</b>	<b>(255 094 998)</b>
Deferred tax asset (22%)	54 240 830	56 120 899
The deferred tax asset is not recognised in the accounts as the future utilisation is uncertain.		
<i>Reconciliation of income tax expense</i>	2022	2021
22% tax benefit	(54 240 830)	56 120 899
Adjustment for deferred tax asset not accounted for	54 240 830	(56 120 899)
<b>Total tax expense current year</b>	<b>-</b>	<b>-</b>

## Note 8 Equity

	Share Capital	Share premium fund	Other equity	Total
Owners equity 01.01.2021	2 000 000	-	(49 771 053)	-47 771 053
Result of the year	-	-	(18 216 051)	-18 216 051
Capital increase	1 000 000	89 000 000	-	90 000 000
Other allocations FY21	-	(67 987 104)	67 987 104	-
<b>Owners equity 31.12.2021</b>	<b>3 000 000</b>	<b>21 012 896</b>	<b>-</b>	<b>24 012 896</b>
Owners equity 01.01.2022	3 000 000	21 012 896	-	24 012 896
Result of the year	-	-	8 545 771	8 545 771
<b>Owners equity 31.12.2022</b>	<b>3 000 000</b>	<b>21 012 896</b>	<b>8 545 771</b>	<b>32 558 667</b>

In 2021 the company converted the long-term loan to Menzies Aviation Limited of MNOK 90 to equity. In the result of the conversion share capital increased from MNOK 2 to MNOK 3. The remaining portion of MNOK 89 allocated to share premium.

**Note 9 Debts and receivables**

There are no receivables that are due in more than one year and no long term liabilities due in more than 5 years.

The company has made a provision for bad debts of MNOK 11,1

**Note 10 Bank deposit**

	2022	2021
Bank deposit		
Current bank account	12 030 661	7 975 003
<b>Total</b>	<b>34 298 856</b>	<b>23 518 102</b>
	<b>46 329 517</b>	<b>31 493 105</b>

Bank deposit represents restricted cash limited to cover the employee's tax.

**Note 11 Share Capital and share holders information**

The share capital of NOK 3 000 000 consists of 100 shares NOK 30 000. All shares have equal rights. All shares are owned by Menzies Aviation Limited.

The company is part of the Agility Group with Agility Public Warehousing Company K.S.C.P as the parent company of the group. The group financial statements of Agility Public Warehousing Company K.S.C.P can be found at [www.agility.com/en/](http://www.agility.com/en/)

**Note 12 Subsequent events**

Flyr AS went bankrupt on 01.02.2023. That has created a provision for bad debt of 3.7 MNOK per 31.12.2022 related to unpaid invoices.



## Gender equality report Menzies Aviation (Oslo) AS 2022

### Part 1

One of the core values for the John Menzies Limited group is to be a workplace where everyone can feel respected and included. As a wholly owned subsidiary, our Norwegian legal entity is expected to work actively to contribute to the group's vision of an inclusive workplace, and we therefore work purposefully with mapping and measures to ensure such compliance.

The business has been strongly affected by 2 years of pandemic, and this has affected all factors on the personnel and compensation side. There has been a sharp increase in volume within aviation after the pandemic, and it has been necessary to recruit and develop the company at record speed. The figures must be read in the light of these factors.

#### 1.1 Distribution of gender in Menzies Aviation (Oslo) AS

	Women	Men	Total	Percentage Women
Employees	195	426	621	31 %
Number of new hires	99	185	286	35 %

#### 1.2 Composition of job groups

The business had at most 705 employees in 2022. As of 31.12 there were 621 employees and the majority of the employees are men. The business has improved the gender balance from the previous year. This is due to the fact that the proportion of women is higher among the new hires in 2022. The proportion of new hires in 2022 was very high compared to previous years, due to the strong increase in production after corona.

The job groups in the report are divided according to the company's departments/production units, which largely agrees with the division of the various tariff areas in the company.

100 – Administration & Management

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W www.menziesaviation.com

Registered office: Sigrid Undsets Plass, Terminalen



200 – PAX (Passenger service, front of house/check in staff/gate staff)

300 – Ramp (Loading/unloading aircraft side)

400 – OPS (Operations Centre/dispatch services)

500 – Pmz (Baggage sorting & driving)

There is a large difference in the gender balance between the various departments. There is a higher proportion of women in the department for administration and management, passenger service and the operations Centre. This is assumed to be related to the degree of heavy physical work, and that these departments do not have positions that involve such heavy physical work.

For the aircraft de-icing department, the gender imbalance is assumed to be related to the recruitment process, as the department does not initially have particularly heavy physical work.

### 1.3 Salary differentials

Due to large gender differences between different departments (tariff areas), the wage scales of the tariff areas have a major impact on the salary statistics for the sexes in the business. There has been a documented difference in the salary development for the labor and white-collar workers' agreement for ground handling during the last 14 years.

The business has had as its stated aim to ensure a local wage settlement that does not contribute to increasing the differences between the tariff areas in the business, as well as to work for a more even gender balance in the departments where the inequality is greatest. In the long run, this will result in smaller pay differences between the sexes.

### 1.4 Pension

The company has the same pension scheme for all employees, which provides earnings of up to 6 G. The contribution percentage has increased in the last three years and the goal is to continue the work of raising the percentage the next years.

### 1.5 Temporary employees

The business had in 31.12.22 no temporary employees. This is related to the ramping up of the business after the pandemic, and it is expected that the business will have temporary employees in the coming years.

### 1.6 Part-time workers

	Men part- time	Women part-time
Avdeling 100 - Administration	1	2
Avdeling 200 - Pax	38	98
Avdeling 300+500 - Ramp/Pmz	70	8
Avdeling 400 - OPS	17	17



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In 2022, the business had a smaller proportion of part-time employees for both sexes. The business has employees in the voluntary part-time category. In 2022, a written survey was also carried out by having employees fill in a questionnaire about voluntary part-time and which staff wanting higher percent/full time positions.

The business has a two- and three-part shift system, Sunday work and some night work. There is great variation in the level of production throughout the day, week and year, which entails complex work with shift and rotation plans to ensure proper working and rest times for the employees. At the same time, the staffing level must cover the business's needs and create a good basis for profitability. This results in a need for part-time employees.

Shift plans are drawn up together with shop stewards in the business, and shop stewards in the business are actively engaged in avoiding involuntary part-time work. Trade union representatives have historically contributed with input into how the business can contribute to creating more full-time positions through the design of the shift plans.

When changing shift plans, which usually happens twice a year, the company is in dialogue with employees about increasing part-time positions or transitioning to full-time. This can happen for a temporary period (during high season) or when the business has had a fixed need. In 2022, a written survey was also carried out by having employees fill in a questionnaire.

## 1.7 Parental leave

In 2022, 27 employees had parental leave, 25 men and 11 women. Average number of weeks parental leave for women 35,1 and for men 17,2. There is a decrease in the number of weeks for women and an increase for men.

## 1.8 Sick leave

The business has had and still has sickness absence that is higher than the national average. Over the past 3 years, the business has had a decline in sickness absence and this trend has continued during the pandemic. It is uncertain exactly what is contributing to this decline, but the company's targeted work with sickness absence follow-up is believed to have resulted in some reduction in absence. There is reason to assume that a significant reduction in physical workload in several departments has contributed to the fact that the threshold for coming to work with limited physical ailments (wear and tear, musculoskeletal disorders) has been lower during the pandemic.

When it comes to sickness absence, and it is somewhat higher for women than for men, respectively. 3.7% for men and 6.5% for women. With a total sickness absence percentage of 4.4, it is somewhat lower than previously, but we have always been well below 3%.

Home offices during the pandemic have contributed to lower sickness absence for administrative and leading positions, but this share constitutes a very small part of the business.

The business will continue with the targeted follow-up of sickness absence and mapping of factors that contribute to sickness absence. The business has been an IA( Inkluderende Arbeidsliv) company since 2012. The IA collaboration's aim is to create a working life with room for everyone, through preventing sickness absence and dropouts throughout Norwegian working life. The workplace is the main arena for IA work. Good cooperation between the parties is a prerequisite for success in the IA work.

## 1.9 Recruitment

The business employed approximately 286 people in 2022.



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## Part 2

	Tot	Men	Women	AVG Men	AVG Women
<b>Avdeling 100 - Administration</b>	43	21	22	643 006	525 733
<b>Avdeling 200 - Pax</b>	154	51	103	373 794	302 922
<b>Avdeling 300+500 - Ramp/Pmz</b>	342	321	21	463 074	429 727
<b>Avdeling 400 - OPS</b>	82	33	49	396 238	421 051
<b>Total</b>	621	426	195	444 921	369 744

(Data is collected from Visma(payroll system) and Simployer(Hr system)

The diversities of the different department have a natural split by working area and tasks.

### 2.1

Menzies Aviation (Oslo) AS is subject to John Menzies Limited's management documents where equality, anti-discrimination, diversity, and inclusion form a central part, including the Code of Conduct:

#### “OUR PRINCIPLES

Our People are our most highly-valued resource: our operational performance and delivery of shareholder value are dependent upon attracting and retaining a highly-skilled, motivated and talented employee base. We are committed to having a diverse workforce and creating a workplace that promotes mutual trust and respect. Everyone should feel they are treated with dignity and empowered to reach their full potential. Employees with any concerns or issues are encouraged to discuss these with their Line Manager or an HR representative to ensure prompt resolution.

#### OUR EXPECTATIONS A WORKPLACE FREE FROM HARASSMENT AND INTIMIDATION

We all have a right to work free from intimidation and harassment and in an environment where we feel safe and comfortable. Any form of abuse or harassment is strictly forbidden, and this includes actions that might reasonably be considered to be offensive or discriminatory. We expect all employees to treat each other with courtesy, dignity and respect.

> Help create a work environment free from harassment and intimidation.

> Report any incidents to your Line Manager or HR representative.

#### DIVERSITY AND INCLUSION

We actively promote tolerance and diversity at every level of our business. As a global organisation, we aim for a workforce that is representative of the societies in which we operate. As such, we are committed to providing equal opportunities and avoiding any form of unfair discrimination in the workplace. We seek to create an environment of inclusion and acceptance.

#### EQUAL OPPORTUNITIES



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Our policies and procedures for recruitment, training, promotion and reward promote equality of opportunity, regardless of background and personal circumstances. > All work-related decisions are based on merit, not on race, colour, national origin, religion, gender, age, sexual orientation, gender identity, marital status, disability or any other characteristic protected by applicable laws. > Offensive remarks, messages or jokes and inappropriate behaviour are never acceptable and will not be tolerated.”

All new employees undergo mandatory training in the document's content, and a refresher course is conducted every 3 years for all employees. In the annual employee survey in 2020, the Norwegian unit scored the best on the question of whether they feel it is safe to speak up if they experience unwanted incidents at work.

The company encourages employees to talk to their immediate supervisor about unwanted incidents, and is also encouraged to report non-conformities in writing in the local non-conformance system. In addition, there is a notification system at group level.

The business has not received notifications through the group's system in 2022.

During the pandemic, home offices were introduced for a number of administrative functions. This offer has been continued to some extent after the pandemic, which helps employees to better adapt their everyday working life to their private lives. The vast majority of the company's tasks cannot be carried out from a home office, and require physical presence.

For employees with special needs for adaptations, the company strives to offer adapted working time plans, as far as this is practically feasible. The company works closely with union representatives on such arrangements.

## 2.2

The company's aim is to integrate the equality aspect into all activities that take place in the business; recruitment, training, development and promotion, as well as in the development of the physical and psychosocial working environment. This applies particularly in the departments where the proportion of women is the lowest.

Today's status:

- There are very few women in departments with physically heavy work, although the proportion has increased in 2022.
- The parts of the business that have the highest proportion of women are the parts of the business that have the lowest wages (by tariff area). There is otherwise a good balance in seniority between the sexes and women are well represented in lower levels of management (almost 50%), in the departments with the best gender balance.
- There is an increasing proportion of women in the highest management group, plus there has been an increasing proportion of women in the middle management level in the last 2 years.
- On average, there are significantly fewer female applicants for internal recruitment processes and promotions.
- Occurrence of incidents where women experience sexual harassment by male colleagues

The business assumes that the reasons for the low proportion of women in the business as a whole, in some departments in particular, come from the following:

- Physically heavy work
- "Traditional" career choices
- High proportion of internal recruitment; from a population with a large proportion of men



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- A large part of the working time is outside the opening hours for schools and kindergartens.

All arenas in the business that are included in the above-mentioned processes (point 2.2), such as HR, the planning department, AMU/BU and contact meetings with shop stewards aim to facilitate that the business can be an attractive workplace for both sexes. Contact meetings are held with the trade unions on a monthly basis, in addition to combined AMU/BU every two months. The occupational health service regularly participates in AMU/BU.

The business has a strong focus on good case management in cases of sexual harassment, and management works closely with HR to ensure that employees feel it is safe to report such cases.

The business has mandatory training modules on equality and discrimination, as well as a separate recruitment manual that covers the topic for all employees involved in recruitment processes.

John Menzies Limited has committed to the UN's Sustainability Goals for equality and inclusion. The group has a goal to increase the proportion of women in senior management to 25% by 2025, and the proportion of women in middle management to 40% by 2033.

The group has its own management program for women "Thrive - Women in leadership", in which participants from the Norwegian unit have been able to take part. The group attaches great importance to promotion of the business, including recruitment material and job advertisements, containing visual and verbal communication that supports the goal of diversity and equality.

The company carries out annual employee surveys and employee interviews, which are good tools for uncovering systematic obstacles to the equality goal, as well as discrimination. The business sees that there is further potential in these tools.

## **Impairment of function**

The essential parts of the business require employees with good physical conditions, as the work consists of handling, loading/unloading luggage, handling large machinery or vehicles.

In addition, there are a number of restrictions in the indoor infrastructure (terminal) which make it difficult even for salaried employees with disabilities to physically get to the workplace in order to perform tasks.

The business is at the mercy of infrastructure that is provided by Avinor or the customers (the airlines), and which can only be adapted to a small extent for functional impairments. This makes it challenging to facilitate the inclusion of employees with functional impairments.

An example could be check-in desks with narrow entrances, high work desks and the requirement that employees must be able to help passengers operate the airport's infrastructure (check-in kiosks, baggage belts, etc.)

The aim of the business is to be able to arrange for employees who have temporary functional impairments to be able to stay in work or possibly be permanently relocated, in order to prevent dropping out of working life. This is followed up through the company's follow-up program.

The business has had a separate project with the trade union to map adaptation options for the elderly in the company. Here, everyone over a certain age has been reviewed and the possibilities for less physical work have been looked at. The result of this exercise showed that over 90% of the elderly had positions that in one way or another had adapted positions that were less physically demanding.

## **Ethnicity**

The business has employees from many different cultures, countries and ethnic backgrounds, and is an attractive workplace for immigrants due to the working language (English) and the fact that the business operates in an international environment, which in this sense is a self-reinforcing factor.



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The limitation lies in national requirements for security clearance, which excludes all persons who cannot document residence in the EU/EEA in the last 5 years before the start of the employment relationship.

## **Religion/view of life**

Facilities and regulations at the business and in the infrastructure around the business (the airport) provide good facilities for employees with different religious affiliations, such as food offerings, flexibility in uniform regulations and prayer rooms. The business has good conditions for being able to adapt time off/holidays to the various holidays.

## **Sexual orientation, gender identity, and gender expression**

The group attaches great importance to the individual employee's freedom of play when it comes to gender identity, including through flexible uniform rules and using visual expressions of support for Pride, including by painting flight stairs in Pride colours. It will also be marked with information letters, events etc.

## **3.1 Recruitment**

The business attaches great importance to all visual and verbal expressions in connection with promotion and recruitment appealing to both sexes, and often reinforces this by actively using images and videos that show the diversity that already exists in the business.

The company wishes to increase the proportion of newly recruited women in positions in the baggage hall/airside, and is particularly attentive to female candidates' feedback and wishes, in order to be able to attract more of them.

The company works to appeal to women during internal departmental changes, for example by concretely encouraging potential candidates to apply for positions. We see that "role models", seeing other women in the positions, has a positive effect.

## **3.2 Salary and working conditions**

The business has ensured equal treatment of groups, regarding pay, through collective bargaining. The business sees it as a challenge that the various tariff areas have a gender imbalance, and that this indirectly results in lower wages for women. The company's first goal is to prevent wage growth in the future from reinforcing inequalities, as well as to strengthen the gender balance in departments where the representation of women is low.

The company has introduced full pay in the event of illness and parental leave, as well as paid paternity leave for fathers for 2 weeks.

## **3.3 Promotion & development opportunities**

The company works to appeal to women through internal announcements, and encourages potential female candidates to apply. The business is concerned with diversity in all parts of the organization and seeks to put together teams that reflect the diversity in other parts of the business.

## **3.4 Combination of work and private life**

Employees in administrative positions, which do not require physical attendance, have the option of a home office as well as flextime/core time. The company has made itself open to alternative working time arrangements for other staff, but has so far been unsuccessful in finding an arrangement that the shop stewards have accepted.



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The business offers voluntary time shifts and shift changes where possible without significant consequences for the operation.

### 3.5 Facilitation

Offers on individual arrangements for home offices, financial grants and loan equipment, offers for employees who for physical/psychosocial reasons should not work from home.

Discounted/free physiotherapy for all employees. Offer of support calls, which were used more frequently during the pandemic.

### 3.6 Harassment, sexual harassment and gender-based violence

Good deviation systems in the Norwegian unit, as well as a group system for notification. All cases in 2022 are received and handled locally. Good dialogue with shop stewards around the issues that have arisen.

### 3.7 Measures

A review of employee surveys, employee interviews and exit interviews is planned to improve access to feedback on the various parameters in the business.

The company will take a new initiative to propose more flexible working time solutions for employees who are not in administrative positions.

The shift plan review in the last half of 2022 aimed to reduce temporary positions and involuntary part-time.

In this year's wage negotiations, the company will propose strengthening the wage model in the collective bargaining areas with the lowest wages, which will indirectly have a positive effect on women's remuneration.

The business continues to work on obtaining better mapping tools to obtain information on can contribute to more gender balance recruitment to the departments with the lowest proportion of women.

## 4. Results and expectations

Women's share of men's wages has increased in 2022, it is unclear whether this trend will continue. The gender balance in new recruitment to certain departments has improved, but there is still a large bias that will take many years to correct. The same therefore applies indirectly to the wage differences.

The business is experiencing major growing pains after a long time with the pandemic and it will take time before operations stabilize.

The business also has a lot to do in terms of systematic and targeted gathering of feedback from employees, as well as how the tripartite collaboration can be used actively to create new, effective measures to improve the basis for equality.



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# Menzies' Aviation's account of their human rights and decent working conditions due diligence in accordance with the Norwegian Transparency Act Year 2022-2023

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## Introduction

This statement has been published in accordance with the requirements of the Norwegian Transparency Act. The document covers the operations of Menzies Aviation (Oslo) AS, which is a subsidiary of The John Menzies Limited Group.

Menzies aviation operates at a global level, and therefore conducts their due diligence process and sustainability work at a global level. This is to ensure a well functioning system that can better catch potential negative impacts and allows Menzies Aviation to have a greater positive impact on people and affected communities in their value chain. All Menzies Aviation subsidiaries are therefore subject to and have to comply with Menzies Aviation global strategies, policies and procedures.

This report sets out the steps taken by Menzies Aviation to continue the work to assess, prevent, and mitigate the risks of violation of fundamental human rights and decent working conditions in its business operations and supply chains.

## Who we are

When traveling, each passenger has both visible and invisible interactions with Menzies. We provide ground services, cargo services and much more to the many passengers traveling by plane each day. We do our best to deliver safe and reliable service and a work class traveling experience for each passenger. Each year our dedicated team ensures that millions of passengers are ready for take off.

Our vision is to make Menzies Aviation the handling provider of choice wherever we operate by always being solutions oriented and working with our airline customers to deliver their goals safely and securely. Menzies Aviation provides services to over 500 customers globally including Air France-KLM, American Airlines, Cathay Pacific, easyJet, Frontier Airlines, IAG, Norwegian, Qantas Group, Qatar Airways and United Airlines. Best in class safety and security is the number one priority each day and every day

In Norway we are primarily based at Gardermoen Airport and the main services we provide are:

### Ground Services:

We offer the full range of ground services including passenger check-in, customer relations, full ramp handling, baggage sorting, loading and tracing, asset maintenance and aircraft washing.



We are the leading company in the industry in this time critical process and our ground crew is incredibly proud to deliver best in class services and an exceptional approach to security.

## De-icing

We are specialists in de-icing and always make sure that the de-icing process runs smoothly, no matter the weather conditions. We de-ice planes in an efficient and secure method so that all of our clients can maintain their scheduled take-off time even when the weather is unpredictable.

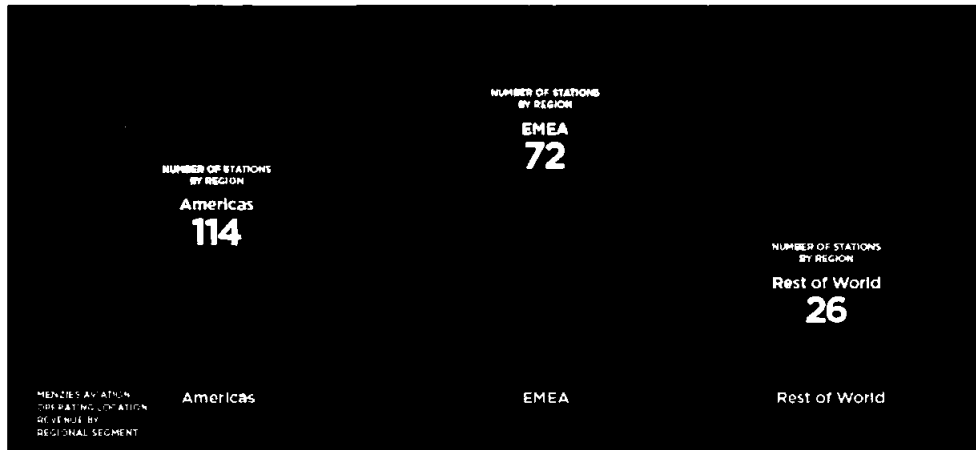
## Passenger Services:

To receive passengers and treat them with world class customer service during their travels is a responsibility we do not take lightly, especially considering we are often the first people passengers meet during their travels. Our team offers friendly and efficient passenger services from check-in to boarding and back again.

## How we are set up (governance)

Established in 1833 and with its head office in Edinburgh, the Company is one of Scotland's largest companies with its success depending upon providing an efficient, high quality, time-critical service to its customers and partners. Today, the Company is a leading global provider of landside and airside services operating at more than 200 airports in 38 countries, supported by a global team of approximately 30,000 highly trained people.

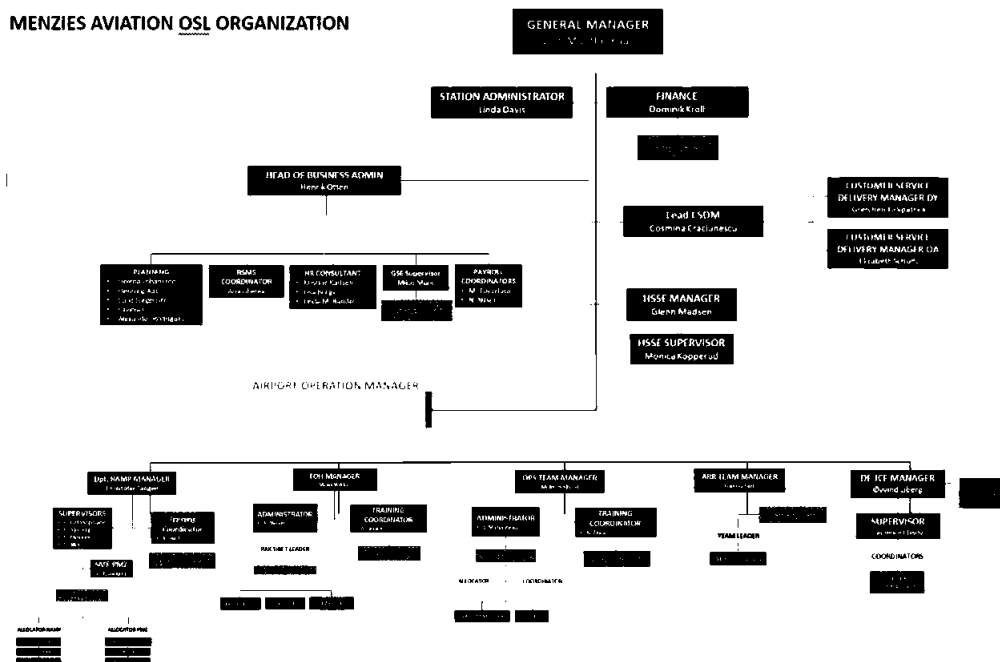
The John Menzies Limited Group is managed on a geographical basis primarily in three regional segments: Americas, EMEA (incorporating Northern Europe, United Kingdom & Ireland and Mediterranean & Africa) and Rest of World. The Norwegian company falls within the Scandinavian part of EMEA.



As at 31.12.2021

The Norwegian company is based in the Oslo region of Norway and divided into Business Administration, Finance, CSDM, HSSE and Airport Operations.

**MENZIES AVIATION OSLO ORGANIZATION**





## Roles and responsibilities related to sustainability

Our Board of Directors sets and ensures implementation of Menzies long term strategy, builds community relationships, and provides the governance framework. The Board has oversight of our approach to sustainability and our *All In* plan, with particular responsibility residing with our Chairman, Hassan El-Houray and CEO, Philipp Joeinig.

Our Executive Management Board (EMB) reports to our Board of Directors and is responsible for operational and business performance with a focus on embedding a customer centric focus throughout the business and making us the provider of choice for our customers.

These strategies and governance frameworks are then followed up by the local subsidiaries. In Norway the Head of Business Administration and HR are responsible for sustainability, including human rights and decent working conditions, and compliance with the Norwegian Transparency Act.

## Our values

We take pride in providing the safest, most secure and consistent services tailored to our customers' needs. This will continue to be our priority as we grow alongside our customers and support their sustainability journeys. For us, sustainability is at the heart of everything we do. It's the cornerstone of our business strategy and we are pleased to share progress on our goals.

The process of creating a clearer 'sense of self' and what we believe in as a company has helped to shape and weave together our values, culture, strategy, approach to sustainability, and to analyze our stakeholder relationships. This has set us on a path to lead and effect positive change, deliver leading sustainable aviation services and achieve our ambition of becoming the undisputed number one aviation services provider.

### Our purpose

Our purpose is to provide safe, trusted and sustainable aviation services serving the needs of our customers now and for the future.

### Our culture

Our culture is built on strong ethics and integrity, underpinned by our values and purpose. We continually strive to develop an inclusive and nurturing environment, where people are guided



and inspired to deliver their best for themselves, for each other and for our customers, every day.

Our strategy

Our strategy sets out our plan for achieving our purpose, accelerated sustainable growth and strong returns, securing our place as the number one aviation services provider in the world.

ESG and Sustainability

*All In* is our plan for a fair and sustainable future, and was introduced Company-wide in 2021. It is at the heart of everything we do. It outlines our priorities, actions and initial targets set for the most material issues across the Environmental, Social and Governance spectrum, and is fully integrated into our approach to strategy, risk, governance and ethical conduct. Targets and initiatives aimed at supporting human rights are captured in our 'People' and 'Safety' pillars, and more specifically for modern slavery under our 'Legal and Ethical' pillar, where targets include:

- Zero tolerance to unethical behavior
- Ethical supply chain

Through our ambitious goals and plans, and collaboration with our partners, we will lead the way in delivering the most sustainable aviation logistics services, enabling responsible accelerated growth for a thriving future.

Values

Living our values every day is what enables us to achieve our ambition and deliver our purpose. They are at the core of our business and help us to create and maintain an inclusive culture, guide our decisions and actions and deliver the best for our customers.

Respect for Human Rights

As a signatory of the UN Global Compact, we fully support the United Nations Guiding Principles on Business and Human Rights and the International Labour Organisation Declaration on Fundamental Principles and Rights at Work. We take a zero-tolerance approach to breaches of human rights and all forms of modern slavery and human trafficking, and respect the right to freedom of association and fair work and wages for our employees.

We will continue to evolve our approach, goals and initiatives for advancing the UN Sustainable Development Goals (SDGs) and provide transparency in our reporting and communications. In our progress report for the UN SDGs and UN Global Compact published July 2022, we explained how we work towards contributing to goals 5 Gender Equality and 8 Decent Work and Economic Growth.



SDG Target 8.7: Take immediate and effective measures to eradicate forced labour, end modern slavery and human trafficking and secure the prohibition and elimination of the worst forms of child labour, including recruitment and use of child soldiers, and by 2025 end child labour in all its forms.

## Our policies and procedures

At Menzies we believe that our strong internal governance practices together with compliance of ESG reporting frameworks and regulation are beneficial for our company and our stakeholder communities, and should be embraced.

Through good governance, we can embed sustainable development principles throughout our strategy and decision-making, develop structured sustainability plans, hold ourselves to account and be clear, consistent and transparent in communicating progress towards the commitments and high standards we set as a company, and in our stakeholder relationships.

### M.O.R.S.E

Our M.O.R.S.E. (Menzies Operating Responsibly, Safely and Effectively) Code and Charter, along with our Golden Rules, encapsulates our safety culture and how we embed it in everything we do, that sets us apart from competitors. The M.O.R.S.E. code sets the way we work every-day, ensuring our airline customers and the traveling public can trust every journey they take. It is embedded throughout our business, from our induction programmes, initial and refresher training, safety, security and environmental promotions, incorporated onto uniforms, and features regularly in our internal communications.

### Approach to protecting Human Rights

Our approach and response to protecting human rights forms part of our Group Sustainability Programme as well as our Group Compliance Programme, both of which have the full support of our John Menzies Limited Board and apply group-wide including all our Subsidiaries.

Read more about this in our 2022 [Sustainability Report](#) and in our [Anti-slavery and Human Trafficking Statement](#).



## Group Compliance Programme

Our Group Compliance Programme is assessed regularly to ensure it continues to be fit for purpose and that it evolves and improves in line with changing legislation, business priorities and risk areas, as well as the changing expectations of our stakeholders. Our programme contains key policies, procedures, training and controls to ensure it is effective in meeting these requirements and ensuring our compliance with legislation and ethical conduct.

## Group Sustainability Programme

Our Sustainability Programme sets goals and commitments across environmental, social and governance topics that are material for our Group. This includes goals that focus on ensuring our supply chain is sustainable, ethical and that we engage and do business with partners that adhere to those same values. As reported last year, developing our processes, policies and implementing our new Business Partner Onboarding solution were key areas of focus for us in 2021 and into 2022.

## Code of Conduct

Our Code of Conduct remains at the heart of our suite of ethical and legal policies and is updated regularly to ensure it remains up to date and reflective of the changes that matter for our business, legislatively, socially and culturally. It aims to create and support a culture of ethics, integrity, respect, pride and excellence in our organization, providing a framework for 'doing the right thing, at the right time'. It is intended to provide our People, at all levels of our organization, with the awareness and understanding of the values and behaviors expected of them and what they can expect in return as an employee. It acknowledges the rights of our people to engage in collective bargaining as well as other areas relating to protecting their rights. It also covers key areas of ethics and compliance, including modern slavery and human trafficking, human rights, equality, diversity and inclusion, and anti-bribery and corruption amongst many other topics.

In addition to our general handbooks and manuals, and Code of Conduct, we have many dedicated key policies and training modules implemented group-wide including: Anti-Slavery and Human Trafficking, Anti-Bribery and Anti-Corruption, Equality, Diversity and Inclusion, and SpeakUp to name a small few.

[Read our Code of Conduct here](#)

## Third Party Code of Conduct

This Third Party Code of Conduct (the "Code") outlines the values, ethics and behaviors we expect from our Business Partners and reflects the Group's own internal Code of Conduct. We expect our Business Partners to ensure that this Code is communicated to relevant people



within their organizations and is also made available to any Business Partners they engage to undertake work for us or on our behalf.

[Read our Third Party Code of Conduct here](#)

## Due diligence process

To ensure a good due diligence process Menzies Aviation has globally implemented a Third Party Risk Management system that will help with our Sustainability Due Diligence. The system uses a third party database with information combined with data from our suppliers and it will help us continue our dialogue with our suppliers, conduct audits and ensure quality information and control when onboarding new suppliers.

We adopt a risk-based approach to due diligence and continue to work on adapting and enhancing our due diligence processes on a range of human rights and working conditions issues. We focus in particular on risks of modern slavery and human trafficking in our global supply chain and are continuously working to expand the scope of our human rights and working conditions due diligence.

Prior to entering into a relationships with any supplier, new joint venture partners or companies who may be considered high risk and/or who operates in a higher risk region(s), we use a robust and mature process which includes an assessment of modern slavery risk in addition to all other aspects of due diligence, to ensure we understand business risks and practices. Our integration of activities ensure that our policies and training are implemented within any new operations and expectations are clear for all new partners and employees.

We already build contractual provisions for ethical and compliance topics such as modern slavery and anti-bribery and anti-corruption into our contractual arrangements, along with our Third Party Code of Conduct, but our new system and procedures significantly enhance our supplier due diligence and onboarding processes and will help progress a number of priority goals and metrics in our *All In* plan.



## Risk assessment within our own operations

Menzies Enterprise Risk Management (ERM) framework was updated in 2022 to evolve our ERM capabilities and processes to take a more proactive approach to risk and drive value through accountability, governance and oversight, and strategic integration. A number of improvements were made at that time and further planned improvements were implemented in 2022, including the implementation of our new ERM system.

Our Risk Committee undertook a thorough assessment of all top-down and emerging risks at the end of 2022, which are now actively tracked and managed in our Enterprise Risk Management (ERM) system. Following this, our principal risks were identified and presented to the Audit & Risk Committee, and ratified by them. Our risk framework and governance structure is shown in the diagram below. We will continue to test and improve our risk framework including management, controls and oversight, to ensure we remain resilient, grow responsibly and protect our business and stakeholders at all times.



### Risk Committee

Our Risk Committee was formed in 2021 and provides enterprise-wide governance and skilled business assessment, as well as identification, of the risks facing our business, with a particular focus on topdown, emerging and principal risks, whether they be strategic, change, financial, regulatory, climate, political, financial, IT, legal, regulatory, reputational or other risks. The

committee also reviews risks related to new business opportunities along with the executive management board. The committee has a responsibility to instill enhanced awareness and corporate risk governance in a meaningful way, informing our strategy and action planning. The committee meets quarterly.

### Our ERM system

Our new ERM system holds our risk registers and provides greater visibility, ownership, management and reporting of risks, and is enabling improved tracking of associated actions. It has helped provide a dynamic view and tracking of our risks, impacts and actions that can be viewed across our global business and maintained dynamically by risk owners in real time. We will further train and embed our ERM processes and across our global business in 2023.

#### THE RISK MANAGEMENT CYCLE





## Operational Risk

Reflecting our purpose of ensuring safe and secure operations, as well as our core value of Safety, the removal and management of risk throughout our day-to-day operations is fundamental. Continuing to improve and embed our Menzies Operating Responsibly Safely and Effectively (M.O.R.S.E.) programme and safety management systems, is a top priority. By linking our M.O.R.S.E. system with our ERM system we will create a more dynamic, 'live' operational risk register that can be effectively managed.

## Risk assessment of supplier and business partners

It is important to us that we lead by example and demonstrate to our own stakeholders that we set and operate to the highest standards, acting responsibly and ethically at all times. In accordance with this, we expect the same of our own third parties, including suppliers, contractors, consultants (our "Suppliers") and joint venture partners.

We therefore seek to ensure that we engage only with those Suppliers who uphold the values to which we adhere and require that all our Suppliers, through contractual commitments, act ethically and with integrity at all times, sharing our commitment to humane and safe working practices.

We work with many Suppliers across the globe, and we acknowledge that some of these Suppliers may operate in sensitive industries and countries and the risk of violation of human rights and decent working conditions may be greater in some areas than in others. This is considered within our overall risk assessment process along with information from other relevant resources including Transparency International, the UN Global Compact and the TRACE matrix, which provides an indication of corruption perceptions.

We have been a member of TRACE for many years, supporting our zero-tolerance approach to bribery and corruption. We use TRACE best practices, training courses and risk matrix data to support our own internal processes, including providing regular specialist training on bribery, corruption, fraud and conflicts of interest for higher risk employee groups and senior employees, including those at executive level. <https://www.traceinternational.org/>

We monitor the risk of violation of fundamental human rights and decent working conditions, specifically modern slavery and human trafficking, within our overall approach to identifying risks across our business. As part of this, we identify categories of suppliers who may pose a higher risk from a modern slavery and human trafficking perspective including our uniform and PPE suppliers, suppliers of temporary/short-term labour, service providers such as cleaning contractors, as well as information technology suppliers. These category factors also inform our



risk assessment process and help ensure we focus due diligence and assessment efforts in the best way.

All our Suppliers are expected to be able to demonstrate and provide evidence where appropriate, of the standards they adhere to and to complete a level of risk-based due diligence. In some circumstances this may include audits and independent verification of standards.

## Significant risks

Below is an overview of the main risks of violation of human rights and decent working conditions, both in our own operations and in our supply chain. These risks have been identified through our continuous due diligence assessment and will be updated if any changes are identified.

### Own operations

#### Health and safety

The safety and security of our people is our number one priority. We are a people business and continue to invest in making Menzies a great place to work.

We aim to have the best safety culture in the industry by delivering the highest health, safety and security risk standards everywhere we operate. We want our people to feel safe in their working environment by providing the training and tools required to do their job safely and securely. We want our customers to trust Menzies to deliver the safest and most reliable services and to know that we are committed to continually evolving and embedding our safety and security practices.

Our Safety Management Systems include our policies, procedures, training and manuals, designed to the highest industry best practices and standards for safety management, occupational health, security, training and quality assurance. We hold certifications in some operational locations for ISO14001 and ISO45001, however, our focus is on aligning with industry certification and standardization.

We successfully renewed our IATA Safety Audit for Ground Operations (ISAGO) registration, entailing an audit of all central policies, procedures, training and quality management. Our most recent ISAGO HQ audit was successfully completed in Q1 2023 with zero findings. We also maintained our IATA Ground Handling Partner (GHP) and IATA Strategic Partnerships membership that provides a platform to contribute to the development of solutions that impact



safety and damage reduction, while promoting efficiency improvements initiatives as well as strengthen relationships with key industry stakeholders.

## Diversity and Equal opportunities

One of Menzies core values is to ensure equal opportunities and to create a workplace where everyone feels safe and respected. In our diversity and equal opportunities report of 2022 we have found that there is a lower percentage of female employees, particularly within the business areas that are physically taxing. As a result there are more female employees in business areas that have lower paying tariff agreements, which then leads to a pay gap.

However, over the last few years we have seen an increase in not only female applicants as well as females in leadership positions and we will continue to implement measures to even out this imbalance.

## Supply Chain

Our global supply chains rely on a number of key business partners and suppliers including, but not limited to, sectors including consultancy and professional services, cleaning and security companies, labour and agency providers, equipment providers, IT solutions, infrastructure and hardware, uniform and PPE providers, de-icing suppliers, aircraft fuel companies, catering/food and drink providers, other aviation services providers.

Our local entities in each of the countries we operate in engage with many local suppliers as well as global suppliers. During 2021 we undertook additional analysis of our supplier population, focusing on our top suppliers in each region. As we implemented a new business partner onboarding solution in 2022, our supply chain analysis was further refined. Our top suppliers globally are focused on ground service equipment, IT solutions and infrastructure, labour providers and professional services.

We had an increased level of engagement with labour providers during 2021 and into 2022 as we responded to the impacts of Covid and the need for additional support as we won new business contracts and flight volumes have slowly increased.

Though there may be many risks associated with many of our suppliers we have identified two main significant risks in our supply chain. The first being labor hired through agency arrangements, this is due to the frequency it is used and risk for non decent working conditions. Second is modern slavery human trafficking, which is due to the severity of the human rights violation.



### Labor through agency arrangements

We have recognized a heightened risk of violation of human rights and decent working conditions, in particular modern slavery, where we engage labor through agency arrangements, particularly where those resources are engaged on a temporary basis as opposed to becoming our own permanent employees. We are also mindful of the conflict in Ukraine and the potential risk that brings with displacement and vulnerability of persons affected by it. We have monitored our business and recruitment in this regard and set up a dedicated internal contact point for Ukrainian nationals seeking work. As a preliminary measure to ensure the hired workers fundamental human rights and good working conditions we worked together with the Union and wrote a protocol of agreement to ensure their rights.

### Overview of risks related to modern slavery and human trafficking

Risk	Potential Issues	Actions Taken to Assess and Address Risks
<p><b>Labour providers and service providers</b></p>	<p>Engaging with labor providers who are themselves engaging in modern slavery, including, underpaying staff wages and employee entitlements. Employee misclassification.</p>	<p>Detailed analysis and reporting on our supplier population by category, geography and analysis of risks supported by our new system. Engage more fully with our suppliers through our new onboarding system and processes. Improved supplier due diligence and assessments including assessment of whether provider may themselves have Modern Slavery reporting obligations, which we can review. Ensure awareness of our Third Party Code of Conduct and the obligations on our suppliers.  Potential for undertaking our own or requesting independent audits.</p>



<b>Suppliers</b>	Engaging with suppliers who are engaging in modern slavery practices including, underpaying staff wages and employee entitlements or engaging in human trafficking.	We set out our actions in relation to suppliers below.
<b>Indirect risks within our supply chain</b>	Engaging with suppliers whose own supply chains may be at increased risk from modern slavery practices, including forced labour, underpaying staff wages or engaging in human trafficking.	We set out our actions in relation to these categories of suppliers below, including enhanced due diligence and evidence of independent audits. We may also undertake our own audits, where appropriate.

## Actual negative impacts

Menzies has not been notified of any instances of violations of fundamental human rights, including modern slavery and child labour, within our own operations or supply chain during the past year. However, we acknowledge that even if we have not identified any violations that does not mean it has not occurred, rather that it has not been discovered. We will therefore continue to monitor our own operations and supply chain and improve our policies and procedures to ensure that violations do not occur.

Further, by using the Trace system mentioned above, we were able to identify and take action on one localized report of unethical business practices in the supply chain in 2022.

There have also been reports of sexual harassment in 2022, which was swiftly dealt with in accordance to our procedures.

## Grievance Mechanisms/Whistleblowing policies

We offer many channels for seeking guidance, reporting concerns and raising grievances, including our independent whistleblowing hotline, which we have had in place across our global network since 2016. Our current whistleblowing hotline service is called 'SpeakUp'. Our SpeakUp service offers reporters the ability to raise any issues or concerns anonymously and



confidentially around unethical conduct, malpractice, illegal acts or failures, including human rights' violations such as slavery or human trafficking. We encourage everyone working with us and on our behalf to use the service in confidence and that their concern will always be taken seriously, treated confidentially and fully investigated. Our service allows us to engage with a reporter via the SpeakUp system without them having to disclose their contact details or identity, enabling us to better investigate any reports made and confirm back to reporters when investigations are concluded. Our SpeakUp service offers separate contact details for third parties to report any serious issues or concerns related to our business. Reports can be made anonymously, are always treated confidentially and will be fully investigated and, where required, remedial action will be taken. SpeakUp contact details for third parties are available in our Third Party Code of Conduct.

Our SpeakUp Policy and Guidance document was updated for the start of 2021 and offers clear guidance and support on when and how to make a report, how it will be treated and investigated, and how and when a reporter will be informed of an outcome. We adhere to all applicable legislation in relation to whistleblowing and our own policy standards protect the rights of those making reports in good faith. We experienced a large increase in reports following our recommunication of the process and SpeakUp facility in 2021 and continuing into 2022, which is very positive. The increased awareness is making a difference and we gives us confidence that our communications are effective, more people feel comfortable making a report and we gain greater insight into employee concerns and relations. The vast majority of reports focus on concerns or grievances of some form.

The safety of our people and our operations is critical and as such, we mandate that all health, safety and security issues, concerns or incidents be reported via our safety management systems to ensure they are communicated, responded to and remediated appropriately. SpeakUp can still be used for anyone who wishes to report a concern or issue in this area anonymously. We continue to undertake risk assessments and analysis across our organization to ensure consistency, comprehensiveness and quality in the manner and mode of Supplier assessment, both pre and post engagement. We are fully committed to conducting the appropriate investigations and taking the necessary actions should evidence of violations of fundamental human rights and decent working conditions ever be identified. Should any issues be identified, we will require that immediate remedial steps are taken to ensure compliance with appropriate standards and legislation. As part of our approach to remediation, we will seek to work together with Suppliers (and other Business Partners), providing guidance and training on compliance topics, where we believe this may be appropriate and/or beneficial.



## Our responsibilities

### Measures

We implement different kinds of measures, both globally and locally to mitigate risks of violation of human rights and decent working conditions. Through these measures we hope to achieve a safer working environment and better control of our risks within the supply chain.

#### MORSE Week

Each year we hold two global safety and security MORSE Weeks to reinvigorate, inspire and influence the behaviors that help create a positive safety culture which ultimately prevents incidents. Our industry-leading safety principles of Menzies, Operating, Responsibly, Safely & Effectively are at the heart of the activities. New in 2022, our Menzies 100 Leadership group, including our Executive Management Board, were out in airport operations taking part in activities. We saw an increase in hazard and near miss reporting on our Swift MORSE reporting tool and more people received instant SMART excellences via our award-winning SMART app.

#### Training and development

We want everyone at Menzies to unlock their full potential and enjoy coming to work. We provide on-the-job training and career development. In 2022, our employees completed an average of 54 hours of training via our learning management system and we achieved 97% training compliance across the year. Since the launch of our award winning, in-house Living Leadership program in 2020, 1,010 senior managers have completed it and more than 70 colleagues participated in our new Women in Leadership program.

#### We Are Menzies Awards

Held for the first time in 2022, we invited colleagues to nominate their peers for a We Are Menzies Award and we received more than 1,200 nominations globally. From administering first aid in an emergency and stopping work in dangerous situations, to supporting colleagues and customers, the wide range of nominations celebrated the commitment of our colleagues who live our values every day. German Martinez Sierra, based in Aguascalientes, Mexico was the winner of the global Safety & Security Award and Employee of the Year for noticing damage in an engine as he was loading baggage. He quickly reported what he saw and passengers were deplaned so investigations could be done to ensure the flight was safe to depart.

#### Code of conduct

Our suppliers are expected to adhere to Menzies Third Party Code of Conduct and we incorporate contractual provisions relating to this, as well as specific clauses relating to modern slavery and other ethical conduct and legislation, such as anti-bribery.



Through the incorporation of suitable provisions within our Supplier contracts relating specifically to modern slavery as well as our Third Party Code of Conduct more generally. We review Supplier contracts and, where possible/if considered appropriate, strengthen their terms to further limit the likelihood of slavery or human trafficking occurring in our supply chains or any part of our business.

#### Supply chain measures

We have implemented multiple different measures to better mitigate risks in the supply chain. Below is an overview of the steps we are taking in 2023:

Action	2023 Steps
<b>Continue to develop and expand our Supplier due diligence and Business Partner onboarding procedures and seek to implement a new systems solution.</b>	Review the effectiveness of our new solution and adapt as required. Review monitoring of suppliers via our new solution.
<b>Develop increased transparency on the geographical spread and categorisation of our Supplier population and deeper analysis across the tiers.</b>	Further detailed analysis and reporting on our supplier population by category, geography and analysis of risks supported by our new system.
<b>Seek new opportunities and ways to better collaborate with our business and industry partners that help us build on best practice and incorporate learnings.</b>	Review the need to provide learning and support to our supplier population in this area.
<b>Continue to develop and create awareness of modern slavery and other human rights risks across our Group.</b>	Implement new actions to support human rights more fully within the Group and supply chains.



## What is next?

Sustainability, and in particular human rights and decent working conditions, are very important for Menzies Aviation. Both to ensure our company is a safe place for our employees and to contribute positively to society.

We will continue to work on implementing and maintaining our human rights and decent working conditions due diligence in the next year and look forward to working more closely with mitigating the risks of human rights violations and indecent working conditions.

If you have any questions this report or to the Norwegian subsidiary of Menzies Aviation please contact us at: [Osl.hr@menziesaviation.com](mailto:Osl.hr@menziesaviation.com)



**Skattedirektoratet**

Saksbehandler Jan Hoelstad	Deres dato 13.12.2010	Vår dato 13.01.2011
Telefon 22077325	Deres referanse Tine Holdhus	Vår referanse 2010/1252234

Ernst & Young AS  
Oslo Atrium, Postboks 20  
0051 Oslo

10/3-11  
JH

**Dispensasjon fra kravet om utarbeidelse av årsregnskap og årsberetning på norsk språk for Menzies Aviation (Oslo) AS, org. nr: 989 757 113**

Det vises til deres brev av 13. desember 2010 samt e-post av 12. januar 2011 med supplerende opplysninger i sakens anledning. Det søkes om dispensasjon fra kravet til å utarbeide årsregnskap og årsberetning på norsk språk for Menzies Aviation (Oslo) AS.

**Bakgrunn**

Menzies Aviation (Oslo) AS leverer passasjer- og bagasjetjenester ved Oslo Lufthavn Gardermoen. Selskapet er 100 % eid av Menzies Aviation Plc i UK som igjen inngår i det skotske John Menzies Plc konsernet som er børsnotert på London Stock Exchange. Menzies Aviation (Oslo) AS leverer tjenester i en internasjonal bransje, hvor arbeidsspråk både internt og eksternt naturlig er engelsk. Selskapets kunder i Norge er internasjonale flyselskap. Selskapets styre består utelukkende av utenlandske statsborgere, og også daglig leder er utenlandsk. Selskapet opplyser å ikke ha eksternt finansiering.

Den norske versjonen av årsregnskapet og årsberetningen utarbeides kun for å tilfredsstille regnskapslovens krav. Nytt i forhold til kostnaden ved å utarbeide et norsk årsregnskap og årsberetning, vurderes derfor som liten. Det søkes derfor om dispensasjon.

**Skattedirektoratets vurdering og konklusjon**

Etter regnskapsloven § 3-4 tredje ledd skal "årsregnskapet og årsberetningen ... være på norsk. Departementet kan ved ... enkeltvedtak bestemme at årsregnskapet og/eller årsberetningen kan være på et annet språk."

I Ot. prp. nr. 42 (1997-1998) Om lov om årsregnskap m.v., er det uttalt følgende om regnskapslovens formål, jf. pkt. 1.1:

"Regjeringen har som siktemål at regnskapsloven skal bidra til informative regnskaper for ulike grupper av regnskapsbrukere. Regnskapsbrukerne er dels investorer og kreditorer som tilfører kapital til foretakene, og dels andre grupper som har interesse av å vite hvordan foretaket drives, f.eks. de ansatte og lokalsamfunnet. Informasjonen til kapitalmarkedet skal gi grunnlag for riktig prisning av finansielle objekter. Riktig prisdannelse på aksjer er en forutsetning for at ressursbruken i samfunnsøkonomien skal bli best mulig. Gode regnskaper vil også gjøre det vanskeligere for markedsdeltakere å ta ut spekulasjonsgevinster med basis i skjært fordelt informasjon."

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For elektronisk henvendelse se www.skatteetaten.no



Det fremgår således at et av hovedformålene med regnskapsloven er å bidra til "informative regnskaper for ulike grupper av regnskapsbrukere". Regnskapsbrukere vil omfatte, jf. uttalelsen i prosisjonen, blant andre investorer, kreditorer, ansatte og lokalsamfunnet.

Det er etter Skattedirektoratets vurdering derfor avgjørende ved vurdering av om dispensasjon fra kravet til å utarbeide årsregnskap og/eller årsberetning på norsk, at det ikke foreligger mulige brukere av regnskapsinformasjon som blir vesentlig berørt negativt ved en eventuell dispensasjon.

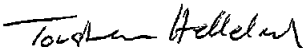
Som nevnt ovenfor er det særlig hensynet til brukerne av regnskapsinformasjon som skal vurderes ved en dispensasjonssøknad. Selskapet virksomhet er i en internasjonal bransje og arbeidsspråket er engelsk. Alle sentrale aktører innen den bransje selskapet jobber, antas å måtte beherske og benytte engelsk språk. Selskapet er dessuten heleid fra Storbritannia, og daglig leder samt styre er utenlandske statsborgere.

Skattedirektoratet gir på bakgrunn av en helhetsvurdering Menzies Aviation (Oslo) AS dispensasjon fra kravet til å utarbeide årsregnskap og årsberetning på norsk språk, jf. regnskapsloven § 3-4 tredje ledd.

Dispensasjonen forutsetter at engelsk språk benyttes i stedet ved utarbeidelsen, og at øvrige opplysninger som vedtaket baserer seg på, heller ikke endres vesentlig.

Vennligst oppgi vår referanse ved henvendelser i anledning saken.

Med hilsen

  
Torstein Kinden Helleland  
seniorrådgiver  
Rettsavdelingen, foretaksskatt  
Skattedirektoratet

  
Jan Høelstad