# **CORPORATE GOVERNANCE REPORT**

This Corporate Governance Report has been prepared as an independent document in relation to the Annual Report. Information in accordance with Chapter 6, Section 6 in the Annual Accounts Act can be found in the Board of Directors' report on pages 42–43 in the Annual Report.

## Operations and governance of BE Group

BE Group AB (publ) is a Swedish limited liability company listed on the NASDAQ OMX Stockholm. Governance of BE Group is based on the Swedish corporation and Annual Accounts Act, NASDAQ OMX Stockholm regulation, Swedish code for corporate governance ("Code"), BE Group's Articles of association and other relevant regulations.

Shareholders exercise their decision-making rights at the Annual General Meeting (and also at possible extraordinary meetings), which are the Company's highest decision-making authority. The Board of Directors and the Chairman of the Board are appointed by the Annual General Meeting while the CEO is appointed by the Board. The Company's accounts as well as the administration of the Board of Directors and the CEO are reviewed by auditors appointed by the Annual General Meeting. The Annual General Meeting adopts principles for the appointment of the Nomination Committee, which formulates proposals to the Annual General Meeting prior to the election and setting of fees for the Company and auditors. In addition to laws, regulations and the Code, BE Group applies internal governance instruments such as a code of conduct and information policy.

#### BE Group's application of the Code

The Code is based on the "comply or explain" principle, which means a company may depart from the provisions of the Code provided that such departures can be explained in a satisfactory manner. BE Group fully applied the Code during the 2012 financial year and has not departed from Code rules in any respect.

## **Shareholders**

## Ownership and share capital

The Company's share capital amounted to SEK 102,040,817 allocated among 50,000,000 shares. All shares in the Company convey equal rights in every respect. At the end of 2012, BE Group had 8,651 shareholders. The Company's largest shareholders were AB Traction, Swedbank Robur fonder, IF Skadeförsäkring AB and Odin fonder. The proportion of foreign ownership totaled around 12 percent. On December 31, the Company held 590,727 treasury shares (1.1 percent of share capital). You can find more information about the ownership structure in BE Group on pages 30–31 in the Annual Report.

## **Annual General Meeting**

The shareholders' rights to take decisions regarding the affairs of BE Group are exercised at the Annual General Meeting. The Annual General Meeting considers business including dividends; adoption of the Income Statement and Balance Sheet; discharge of liability for directors and the CEO; election of directors and auditors; approval of fees to the members of the Board and auditors, adoption of executive remuneration guidelines; and, when applicable, adoption of principles for appointing the Nomination Committee. At the Annual General Meeting, shareholders have the opportunity to ask questions about the Company. All directors, management and the auditors are normally present at the meeting to answer such questions.

The 2012 Annual General Meeting was held on April 25 in Malmö. At the Annual General Meeting 16,841,237 shares were represented, divided among 89 shareholders that participated personally or through a proxy. The represented shares corresponded to 34 percent of the total number of shares in BE Group AB. The Annual General Meeting also decided on the re-election of Anders Ullberg, who was also elected as Chairman of the Board and the re-election of Board members Roger Bergqvist, Cecilia Edström, Marita Jaatinen, Lars Olof Nilsson and a new election of Petter Stillström. Board member Lars Spongberg had declined re-election. The accounting firm KPMG AB was re-appointed as auditor for the Group.

Some of the Annual General Meeting's other decisions were to:

- in accordance with the Board's proposal, approve a dividend of SEK 0.25 per share;
- Board fees shall be paid in the unchanged total amount of SEK 1,400,000, of which SEK 400,000 to the Chairman of the Board and SEK 200,000 each to the other Board members elected by the Annual General Meeting. The Annual General Meeting decided that remuneration for work in the audit committee shall be paid in the amount of SEK 150,000 and that no remuneration will be paid for work on the remuneration committee;
- carry out a smaller revision of the principles for setting up the Nomination Committee, primarily meaning that the number of members will be lowered from five to four;
- adopt guidelines for remuneration to senior executives, which primarily
  means that salaries and other remuneration conditions for management shall be market-based and that variable remuneration shall
  have a pre-determined ceiling and total a maximum of 50 percent
  of fixed salary. Compared with the guidelines from 2011, the new
  guidelines mean a reduction of the maximum total amount from fixed
  salary during the notification of termination period and for severance
  pay that can be paid to the CEO and CFO in the event of termination
  by the BE Group from the equivalent of 24 months to 18 months
  fixed salary;
- authorize the Board, for the purpose of ensuring coverage of social security costs attributable to the Share Savings Plan 2010 and the Share Savings Plan 2011, on one or several occasions, however, not later than the Annual General Meeting 2013, to make decisions regarding the transfer of no more than 80,000 treasury shares through a listed exchange;
- authorize the Board, on one or several occasions and not later than the Annual General Meeting 2013, to make decisions regarding the transfer of treasury shares for the purpose of financing smaller corporate acquisitions;
- authorize the Board, in connection with agreements regarding corporate acquisitions, on one or several occasions, with or without deviation from shareholders' preferential rights, for cash payment, through offset or non-cash issue, make a decision regarding a new share issue of up to five million shares in the Company, equivalent to 10 percent of the Company's share capital.

## Nomination Committee

As resolved by the 2012 Annual General Meeting, the Nomination Committee must consist of four members, which, in addition to the Chairman of the Board, shall be made up of representatives for each of the three largest shareholders in the Company in terms of voting

rights, as of August 31 each year. The names of the three shareholder representatives and the shareholders they represent shall be announced as soon as the Nomination Committee has been appointed and at least six months before the Annual General Meeting. Unless the members agree otherwise, the member who represents the largest shareholder in terms of voting rights shall be Chairman of the Nomination Committee. If a member of the Nomination Committee resigns before the process is complete, a substitute nominated by the same shareholder may take that member's place. If a significant change takes place in the Company's ownership structure after August 31, rules are in place regarding how the composition of the Nomination Committee can be changed. Prior to the 2013 Annual General Meeting, the Nomination Committee consists of Bengt Stillström (AB Traction), Chairman, Anders Ullberg, (Chairman of the Board of BE Group), Jan Andersson (Swedbank Robur Funds) and Tomas Ramsälv (Odin Funds).

The Nomination Committee is tasked with submitting to the Annual General Meeting its nominations for Chairman of the Board and other directors accompanied by a justified statement regarding the proposal; proposing fees for the Board and the auditors and any remuneration for committee work, proposing auditors and nominating an individual to serve as the chairman of the Annual General Meeting. The Nomination Committee is also charged with assessing the independence of directors in relation to the Company and major shareholders.

The Nomination Committee held 4 meetings. As a basis for its proposals to the 2013 Annual General Meeting, the Nomination Committee assessed whether the current Board is suitable for its purpose and meets the requirements on the Board of Directors imposed by the Company's operations, position and conditions in other regards. The assessment was based on material including relevant sections of the evaluation of Board activities performed under the Chairman's guidance.

## The Board and its work

#### Composition

Under the Articles of Association, the Board of Directors of BE Group must consist of at least three and no more than ten directors elected by the Annual General Meeting for a term that lasts until the end of the next Annual General Meeting. The Board of the Company consisted of six members elected by the 2012 Annual General Meeting: Anders Ullberg

(Chairman), Roger Bergqvist, Cecilia Edström, Marita Jaatinen, Lars Olof Nilsson and Petter Stillström, along with two employee representatives, Thomas Berg and Kerry Johansson. Please refer to pages 94–95 of the Annual Report for a more detailed presentation of the directors. All six directors elected by the Annual General Meeting are independent in relation to BE Group and the Company's executive management. All members re-elected by the Annual General Meeting, with the exception of Petter Stillström, are considered independent in relation to BE Group's principal owners.

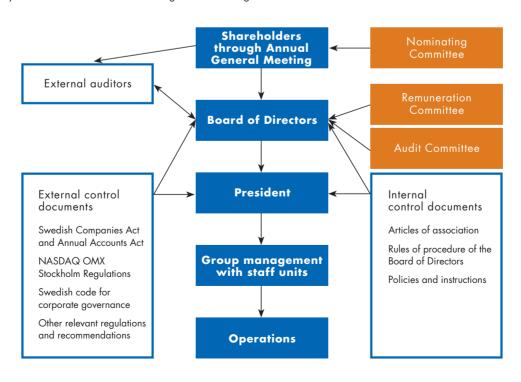
The CEO (Chief Executive Officer) and CFO (Chief Financial Officer) attend Board meetings and have reported on the development of the Group. Apart from the members of the Board, other officers of BE Group participated in Board meetings to present reports on particular issues. Attorney Hans Petersson acted as secretary at the Board meetings.

#### Rules of procedure of the Board

The Board of Directors is appointed by BE Group's shareholders to have ultimate responsibility for the Group's organization and administration of the Group's interests. At the statutory Board meeting directly following the Annual General Meeting, the Board adopted rules of procedure that closely regulates its work and responsibility as well as the special work tasks that are the responsibility of the Chairman of the Board.

The Chairman of the Board, Anders Ullberg, leads the Board's work and monitors the operation through a continuous dialogue with the CEO. Through monthly reports and Board meetings, the Board of Directors obtains information about BE Group's economic and financial status. Prior to every Board meeting, the Chairman and the CEO review those issues that shall be addressed at the meeting. Documentation for the Board's handling of the issues is sent to the Board members approximately one week before every Board meeting. The Board has also adopted sets of instructions for the CEO and for financial reporting to the Board and has adopted other special policies.

The Board has a Remuneration Committee and an Audit Committee. The members of the committees are appointed annually by the Board at its statutory meeting following its election/re-election by the Annual General Meeting. Instructions to the Audit Committee are included in the rules of procedure of the Board of Directors.



#### Work of the Board in 2012

The Board held 11 meetings in 2012, of which 4 were held over the telephone and 1 per capsulam. According to the rules of procedure, the Board shall meet on 6 occasions per year, in addition to its statutory meeting. Additional meetings shall be held as necessary. One of the meetings during the year is regularly held at one of BE Group's operative units. During the year, the Board visited Lecor Stålteknik in Kungälv, Sweden as well as the operation in Turku, Finland. The following table provides a report of attendance by directors at the 4 meetings prior to the Annual General Meeting and the 7 meetings after the Annual General Meeting. As shown, attendance at Board meetings during the year was excellent.

At the year's Board meetings, the Board, in addition to overviews and development of the current operation, also discussed:

- February: year-end report, auditors' report, adoption of the whistle blower policy, remuneration issues and other matters prior to the Annual General Meeting;
- March: approval of the annual report for 2011;
- April: interim report for the first quarter, follow-up of operations within CEE and in China;
- June: strategy discussion, follow-up of the operation in Lecor Stålteknik and overview of financing procurement;
- July: interim report for the second quarter and auditor's report, decision regarding initiating a sales process of the Czech operation;
- October: interim report for the third quarter, investment follow-up regarding BE Group Produktion, discussions regarding the Group's CSR work;
- December: overview of the Finnish operation including development plans, follow-up of implemented investment in Lahti, adoption of a code of conduct for the Group as well as an overview of the business plan for 2013.

#### Evaluation of the Board's work

The Chairman ensures that the Board and its work are evaluated annually and that the result of the evaluation is passed on to the Nomination Committee. The evaluation is made by the Board itself under the management of the Chairman and forms the base for a discussion within the Board regarding the development of the Board's work.

## **Audit Committee**

The Audit Committee meets prior to every reporting date and where there is a need for additional meetings. The Committee prepares a number of questions for the Board's decision and supports the Board in its work to carry out its responsibility within the areas, auditing and internal control as well as to quality-assure BE Group's financial reporting, which requires that the Group have a satisfactory organization and appropriate processes.

Each year, the Group's auditors formulate a proposed audit policy and present this to the Audit Committee. Once the proposal has been reviewed and commented on by the Committee, a final proposal is submitted for approval by the Board. The work is focused on assuring the quality and accuracy of financial accounting and reporting, internal financial control efforts, as well as the Group's compliance with applicable regulations. In addition, the Audit Committee has repeated contact with the Group's auditor with the purpose of generating an ongoing exchange of information and to assess the auditor's efforts. The Committee may establish guidelines concerning what services, other than auditing services, which BE Group may procure from the auditor. The Audit Committee consists of Lars Olof Nilsson (Chairman), Anders Ullberg and Cecilia Edström and meets the requirements imposed in terms of expertise in accounting or auditing. The work of the Committee is regulated by a special set of instructions adopted by the Board as part of its

agenda. The Audit Committee met 6 times in 2012. The meetings of the Audit Committee are minuted and reported orally at Board meetings.

#### Remuneration Committee

The assignment of the Remuneration Committee is to address matters related to salaries and other terms of employment, pension benefits and the bonus system for the CEO and the managers reporting directly to him, as well as remuneration issues of a policy nature. The Committee makes decisions regarding remunerations to senior executives other than the CEO, based on proposals by the CEO. The Remuneration Committee was also tasked with drafting executive remuneration policies the Board will present to the Annual General Meeting for resolution. The Remuneration Committee has also been tasked with monitoring and assessing variable remuneration programs for senior executives that were ongoing or terminated during the year and with monitoring and assessing the application of the guidelines for remunerations for senior executives. The members of the Remuneration Committee are the Chairman of the Board and, through the Annual General Meeting 2012, Lars Spongberg. After the Annual General Meeting, Lars Spongberg was replaced by Petter Stillström. The work of the Committee is regulated by a special set of instructions adopted by the Board as part of its instructions. The Remuneration Committee held 1 meeting, in 2012, at which both members were present. In addition, members maintain contact with one another. The meetings of the Remuneration Committee are minuted and reported orally at Board.

#### **Board remuneration**

The fees for the directors elected by the Annual General Meeting are determined by the Annual General Meeting on the basis of the Nomination Committee's proposal. Employee representatives on the Board of Directors do not receive directors' fees. In accordance with a resolution by the 2012 Annual General Meeting, a fee of SEK 400,000 was paid to the Chairman of the Board for the period extending from the 2012 Annual General Meeting until the 2013 Annual General Meeting. The other directors were each paid SEK 200,000 for the same term of office. In addition, the members of the Audit Committee were paid fees totaling SEK 150,000, of which SEK 70,000 was paid to the Chairman of the Committee and SEK 40,000 each to the other two members. No fees were paid to the members of the Remuneration Committee.

## **Group management**

In 2012, BE Group management consisted of the President and CEO, Executive Vice President and CFO, business area managers and the Group's Head of Purchasing and Production. The CEO leads operations within the parameters set by the Board. BE Group's corporate management has monthly meetings under the leadership of the CEO in order to follow-up the operation and discuss comprehensive group issues and also to formulate proposals for a strategic plan, business plan and investment documentation that the CEO thereafter presents to the Board of Directors for a decision. The Group Management team also holds weekly conference calls to discuss operations. A more detailed presentation of Group Management is given on page 96.

## **Auditors**

At the 2012 Annual General Meeting, the KPMG AB firm of auditors was elected auditor for a period of one year. Eva Melzig Henriksson, authorized public accountant, is the principal auditor. The auditor maintains regular contact with the Audit Committee and Group Management. The auditor works according to an audit plan, into which the opinions of the Board have been incorporated and has reported its observations to the Board. Reports have been submitted during the progress of the audit

and in connection with the adoption of the 2012 Year-end Report. The auditor also participates in the Annual General Meeting, where she outlines the audit process and her observations in an audit report. Remuneration to auditors is paid based on calculations in accordance with agreements that have been made. Information about remuneration in 2012 can be found in Note 4 on page 68.

## Board of Directors' report regarding internal control

The purpose of internal control of financial reporting is to provide reasonable assurance regarding quality and reliability in the external financial reporting and to ensure that the reports are prepared in accordance with accepted accounting standards, applicable laws and provisions and other requirements for listed companies.

#### Internal control function

The Board and the Audit Committee follow up BE Group's assessment of internal control by means including discussions with BE Group's auditors. Given the above, the Board has elected not to maintain a special internal audit unit. To strengthen the internal audit environment, an Internal Control Council exists to systematically identify areas for review and to monitor and review the Group's internal control regulations. The Internal Control Council is headed by the Group's CFO and reports to the Board's Audit Committee. During the year, Internal Control Council has focused its work on existing certification authorization and instructions and an overview of adherence to these in the majority of the Group's companies. BE Group's internal control of financial reporting covers five main areas: establishment of a control environment, risk assessment, control activities, information and communication and follow-up.

## Control environment

BE Group has a simple legal and operational structure and an established governance and internal control system. This allows the organization to react quickly to external changes. Operational decisions are taken at the Group or business area level, while decisions on strategy, business direction, acquisitions and general financial issues are taken by the Board of Directors and Group Management of BE Group. Internal control of financial reporting at BE Group is designed to work within this organization.

Clear regulations on delegation of authority and responsibilities are followed within BE Group, which follow Group structure. The foundations for internal control of financial reporting are the control environ-

ment and its organization, decision paths, documented and communicated authority and responsibilities and the culture that is the basis for the communications and activities of the Board and Group Management. Instructions have been prepared for all business area managers and the president of each subsidiary. Managers at various levels in the Group are responsible for continual internal control within their areas of responsibility.

In 2012, the Board adopted a so-called whistle blower policy, which means that all employees have the possibility to anonymously report if they discover improprieties or illegal actions that affect vital interests for BE Group or the life and health of individual persons. The policy applies for improprieties committed by people in executive positions or other key personnel within the Group.

#### Risk assessment

The risk assessment is based on a risk review that is updated annually. The general financial risks are defined and observed when the Group's financial targets are set.

#### Control activities

The risks identified with regard to financial reporting are managed through the Group's control activities, such as authorization controls in IT systems and signature authentication.

Detailed economic analysis of business performance including followup against business plans and forecasts supplements operations-specific controls and provides an overall assessment of reporting quality.

#### Information and communication

The Group maintains channels of information and communication that serve to safeguard completeness and accuracy in financial reporting. Policies, manuals and job descriptions are available on the Group intranet and/or in printed form.

## Follow-up

The CEO is responsible for internal control being organized and followed up in accordance with the guidelines adopted by the Board. Financial control is exercised by the Group Finance Department. Financial reporting is analyzed monthly at a detailed level. The Board has followed up financial reporting at Board meetings and BE Group's auditor has reported its observations to the Board. The Board has received monthly financial reports and the Group's financial situation was discussed at every Board meeting.

	Elected	Atten- dance 2012	Committee work	Attendance 2012	Board- fee	Fee audit- committee	Fee remuneration- committee	Independent from the company and company- management	Independent of larger owner
Anders Ullberg, Chairman	2011	11 of 11	Audit Committee Remuneration Committee	6 of 6 1 of 1	400,000	36,667	-	Yes	Yes
Roger Bergqvist	2007	11 of 11			200,000			Yes	Yes
Cecilia Edström	2006	10 of 11	Audit Committee	5 of 6	200,000	36,667		Yes	Yes
Marita Jaatinen	2010	10 of 11			200,000			Yes	Yes
Lars Olof Nilsson	2006	11 of 11	Audit committee	6 of 6	200,000	66,666		Yes	Yes
Petter Stillström <sup>1)</sup>	2012	7 of 11			133,333		-	Yes	No
Lars Spongberg <sup>2)</sup>	2,000	3 of 4	Remuneration Committee	1 of 1	66,667				
Thomas Berg (E)	2,000	11 of 11							
Kerry Johansson (E)	2,000	10 of 11							

1,400,000 140,000

<sup>&</sup>lt;sup>1)</sup> Elected to the Board by the Annual General Meeting in April 2012.

<sup>&</sup>lt;sup>2)</sup> Departed from the Board at the Annual General Meeting in April 2012.

# AUDITORS' STATEMENT REGARDING THE CORPORATE GOVERNANCE REPORT

To the Annual General Meeting of BE Group AB (publ) Company registration number 556578-4724

The Board of Directors is responsible for the Corporate Governance Report for 2012 presented on pages 88–91 and for ensuring that it is prepared in accordance with the Annual Accounts Act.

As a basis for our statement that the Corporate Governance Report has been prepared in accordance with and agrees with, the annual and consolidated accounts, we have read the Corporate Governance Report and assessed its statutory contents based on our knowledge of the Company.

It is our opinion that the Corporate Governance Report has been prepared in accordance with the annual and consolidated accounts and that the statutory contents of the report agree with those accounts.

Malmö, March 25, 2013 KPMG AB

Eva Melzig Henriksson

Authorized Public Accountant