

# The Nolato communication guide

Guidelines when communicating on behalf of Nolato



# Communicating The Nolato Brand

#### What is the Nolato brand?

Although a company's brand always lies in the eyes of the beholder, there are a couple of cornerstones that are important for the Nolato brand which we want to express through our communication.

#### Our business mission

Nolato is a global, innovative partner in the design and manufacture of polymer products and systems. Building on decades of experience and in-depth technical know-how, we offer leading customers close, long-term cooperation, with an emphasis on a circular economy and sustainability.

We create added value for customers, shareholders and employees through detailed knowledge of each customer's requirements, early involvement in their projects, advanced project management and highly efficient production.

#### Our vision

Nolato aims to be the customer's first choice of innovative partner in sustainable design and production.

Being the customer's first choice means being repeatedly chosen as a partner for a customer's most important projects. Nolato should be viewed as a reliable partner that combines expertise and experience with an innovative approach, takes responsibility and actively contributes to sustainable development, and puts the customer's specific needs front and center.

### **Our Basic Principles**

Nolato's Basic Principles have been developed over a long period of time and provide a platform of common values for all Group operations.

### We are professional

- We are professional and endeavour to achieve long-term profitability
- We focus on the needs and wishes of our customers
- We combine expertise and experience with innovative approaches

### We are well organized

- We ensure our operations are well organized
- Our operations are based on a shared foundation
- We grasp opportunities and solve problems when they arise

### We are responsible

- We take responsibility for all aspects of our business
- We contribute actively to sustainable development
- We operate with integrity and transparency

# Communicating The Nolato Brand

### Roles and Responsibilities for Communication

Communication responsibilities at the Group level are assigned as follows:

- Chairman of the Board: Handles information and inquiries regarding the Board and shareholders.
- CEO and CFO: Handle information and inquiries regarding the Company and operational matters.
- CFO: Responsible for decisions regarding Inside Information, disclosure, and delayed disclosure.
- Group Marketing Manager: Responsible for advising on the design, content, and choice of communication channels for subsidiaries.

Subsidiaries may disseminate information about their operations through local channels, provided it does not constitute Inside Information. Subsidiary MDs are responsible for such communication and must consult the Group Marketing Manager before initiating activity.

#### Our business areas

Nolato has two customer oriented business areas.

The full names are: (Both words in the name are to be capitalized.)

**Medical Solutions** 

**Engineered Solutions** 

If Nolato and the business area name should be written in sequence, please use one of the options below:

- Engineered Solutions a business area within Nolato
- Medical Solutions, by Nolato





#### Tone of voice

Messages coming from Nolato should reflect our corporate values and identity. However, conveying these values through, for example, a product description is not an easy task.

Nolato's offer can be perceived as complex and difficult to concretize. A good rule of thumb is that Nolato should be easy to do business with. Keeping communication friendly, solution-oriented and straight-to-the point (avoiding unnecessary complexity) is a good start.

### Nolato's official language

Nolato's offical language is American English.

Although much information is conveyed in local languages, the aim is that as many documents as possible should be written in English so that other Nolato offices worldwide can share them.

# Communicating The Nolato Brand

### Crisis communication guidelines

- In a crisis situation, Nolato will act promptly to minimize negative impacts on its reputation and brand.
- A crisis team, consisting of the CEO and CFO, will be convened, and the Chairman of the Board will be informed immediately.
- All crisis communication must comply with MAR, Nasdaq's Rulebook, and applicable laws.
- Employees must escalate potential crises to their management and avoid unauthorized communication during such events.

#### Internal communication guidelines

- Internal communication aims to provide employees with accurate and relevant information about the Company's operations and environment.
- Management at all levels is responsible for disseminating information to employees within their area of responsibility.
- Employees are responsible for staying informed through the Company's intranet or other internal communication channels.
- Sensitive information distributed internally must remain confidential and comply with the Company's Insider Policy.

# Logotypes and graphics

#### Our logo

The Nolato Group Logotype is to be used for all operations within the Group.

The logotype is a single unit and may not be divided. Neither the symbol nor the name Nolato can be used alone. The Nolato appearance, proportions or design may never be changed in any way.

It's not allowed to combine the symbol with the name Nolato written in any other way. This applies to similar and different fonts as well as to other alphabets. Neither can a company version to be created, all the Group's companies with "Nolato" in the name shall use the Group Logo.

Only use logo files downloaded from the Nolato picture archive Brandox or NolatoNet (making or using other versions is not allowed).



When using Nolato's logotype, the logo should be centered automatically, so that its visual shape and character always is maintained.

Other logos, images, text (other than address line etc.) must not be placed closer to the logotype than a distance corresponding to the height of the letter "N" in the current logotype. This is also important when making PowerPoint presentations. The logo may of course not even partly be covered by text, pictures, diagrams etc!







# Logotypes and graphics

#### Permitted color versions

Nolato's logo may only have the color combinations showed here. The main version of the logo is the one with a red and gray colored symbol and black text. Normally, this version shall be used, unless there are particular reasons for using one of the versions shown below.

The entirely black logotype is used when, for practical or financial reasons, it is not possible to use the red/gray/black one. Note that in these cases the entire logotype shall be reproduced 100 percent in black. No part may be rasterized or printed in gray.

If the logotype is to be used on a dark background, the whole logotype shall be reproduced in its negative form. It must not be used as an outline or a shade of gray. The red and gray symbol may never be combined with any other letter color than black.

On promotional items or gifts, the logotype may be reproduced entirely in silver.

### The tagline Experience and Innovation

Nolato has a tagline (buzzword) written with the font presented under the section "Typography", that can be used on brochures, exhibitions, presentations etc to clarify and reinforce the image of what Nolato stands for.

The tagline should only be used stand alone. It must not be combined with the Nolato logo or other text, for example a business area name.







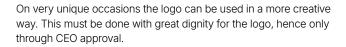
**Experience and Innovation** 

Stand alone tagline

# Logotypes and graphics

### Additions to the logo

Please note that it is never allowed to add any text under the logo indicating a specific company, business sector etc. The logo stands for all of Nolato.





The symbol in the logo, without the letters, may not be used alone. Don't put a frame around the logo. Nelato Not even to make a white surface on a darker background. This also applies to clothes! Notate Never crop the logo. Never use the logo letters without the symbol. Notato Never use the logotype together with common types in texts. In Welcome to Nolato a case like this, the Nolato name is to be written in the same font as the rest of the text.

# Our corporate colors

CMYK	PMS	RGB	NCS	RAL	HTML
(Used when printin full color) C = Cyan (blue) M = Magenta (red Y = Yellow K = Black	System) Used when printing	G = Green	(Natural Color System) Used in areas for paints and lacquers	(Committee of the German Reich for Terms and Conditions of Sale) Used in areas for paints and lacquers	Hex Color Code Web safe colors specified in hexadecimal
0% C 100% M 100% Y 10% K	1797	210 R 10 G 16 B	1080-Y90R	3028	#d20A10

<sup>\*</sup> more important than the color number is that the printing result shall correspond to PMS 1795 C, even on non coated paper

0% C 0% M 0% Y 100% K	PMS BLACK	0 R 0 G 0 B	S9000-N		#000000
Text: 0 / 0 / 0 / 40  Background: 0 / 0 / 0 / 30	Text: Cool Grey 7C Background: Cool Gray 5C	Text: 153 / 153 / 153 Background: 179 / 179 / 179	Text: S3502-B Background: S2502-B	Text: 7004 Background: 7038	Text #999999 Background #B3B3B3
0% C 0% M 0% Y 0% K		255 R 255 G 255 B			#FFFFFF

Red is visually the strongest color, but the other colors are just as important in conveying the Nolato image. Since red is so powerful, it should be used with tact, for example in lines, for highlighting words in a text or as color for effect. So, think twice before using red as a dominating color.

#### Black is normally used for text and headings.

Grey is a more neutral color than the other corporate colors. The Nolato gray is a cool and pure color and it is always based on a percentage of pure black without mixing with other colors. As it can be used in all shades from light gray to dark gray it's very usable.

Not everyone may think of white as a color but to Nolato's visual identity it is very important. Large white surfaces, in items such as printed matter and on the web, create the simplicity and clean design that is characteristic of Nolato. For this reason, the white color should be noticeable in all graphic design for Nolato.

Other colors than these must not be primary colors, but it does not exclude that other colors may be used as secondary colors. But the company colors defined above should always be experienced as principal. Therefore, the other, secondary colors shall be lighter. Not hard and visually dominating!

# **Typography**

#### Our fonts

The selection of fonts, i.e. the appearance of letters, is an important part of graphic identity, since the character of the font provides a clear identification of the sender.

To achieve this recognition, always use the following fonts. Other fonts are not allowed.

#### Inter

For body text in printed matter, ads etc. Inter should be used. It's a modern, grotesque type family font with excellent readability.

Light, Light italic, Regular, Regular italic and Medium can be used. Semi bold should be avoided for body text. When body text is put on an image we recommend using Regular.

For headings and intermediate headings in printed matter, ads, etc., as well as for signs, address details, etc., Inter Extra Light, Light, Regular, Medium and Semi bold can be used.

Keep in mind that we want to achieve the lighter, brighter impression that the Inter font family provides.

If you send open documents (.doc/.pptx/.xlsl) externally remember to enclose the font to the document or use our fall back font Arial. If you send pdf's the font will be included and the receiver will see it as intended.

#### Access to Inter

Inter is an free and open source font family that can be downloaded and installed for free by anyone and everywhere.

Download Inter: <a href="https://fonts.google.com/specimen/Inter">https://fonts.google.com/specimen/Inter</a>

You can also find the download link and instruction, "How to download install Inter" on NolatoNet and Brandox.

#### Arial + Arial Narrow

For email signature + body text and external open documents (.doc/.pptx/.xlsl) documents use Arial.

For PowerPoint presentations use Arial Narrow. (See also "Presentations".)

Inter Light **ABCDEFGHIJKLMNOPQR** STUVWXYZĂÄÖ abcdefghijklmnopgrstuvwxyzåäö 1234567890!#%&/()?

Inter Liaht italic **ABCDEFGHIJKLMNOPQR** STUVWXYZĂAO abcdefghijklmnopgrstuvwxyzåäö 1234567890!#%&/()?

Inter Regular ABCDEFGHIJKLMNOPQR STUVWXYZÅÄÖ abcdefghijklmnopgrstuvwxyzåäö 1234567890!#%&/()?

Inter Regular italic **ABCDEFGHIJKLMNOPQR** STUVWXYZĂÄÖ abcdefghijklmnopgrstuvwxyzåäö 1234567890!#%&/()?

Inter Medium ABCDEFGHIJKLMNOPQR STUVWXYZÅÄÖ abcdefghijklmnopqrstuvwxyzåäö 1234567890!#%&/()?

Inter Semibold **ABCDEFGHIJKLMNOPQR** STUVWXYZĂÄÖ abcdefghijklmnopqrstuvwxyzåäö 1234567890!#%&/()?

Arial **ABCDEFGHIJKLMNOPQR** STUVWXYZÅÄÖ abcdefghijklmnopqrstuvwxyzåäö 1234567890!#%&/()?

**Arial Narrow ABCDEFGHIJKLMNOPQRSTUVWXYZÅÄÖ** abcdefghijklmnopgrstuvwxyzåäö 1234567890!#%&/()?

# Sustainability logo and graphics

### The sustainabiliy logo

The logotype is a single unit and may not be divided. Neither the symbol nor the text can be used alone. The appearance, proportions or design may never be changed in any way.

It's not allowed to combine the symbol with the text written in any other way. This applies to similar and different fonts as well as to other alphabets. Neither can an own version to be created, all the Group's companies promoting our sustainable solutions should use the same logo.

Only use logo files downloaded from the NolatoNet or Nolato picture archive Brandox under Logotypes/Nolato Sustainability log. Making or using other versions is not allowed.



The logo may be used when you are marketing Nolato's sustainability work and/or our Sustainable Solutions. It can also be used to highlight our sustainable products, on the products and/or on the packaging.

On very unique occasions the logo can be used in a more creative way. This must be done with great dignity for the logo, hence only through CEO approval.

The logo is built-up accordingly:





### Rules for using the logo

Other logos, images, text (other than address line etc.) must not be placed closer to the logotype than a distance corresponding to the height of the capital letter "S" in the current logotype. This is also important when making PowerPoint presentations. The logo may of course not even partly be covered by text, pictures, diagrams etc!



# Sustainability logos and graphics

#### Permitted color versions

The Nolato sustainability logo may only have the color combinations showed here. The main version of the logo is the one with 3 different variations of green colored symbol and dark green text. Normally, this version shall be used, unless there are particular reasons for using one of the versions shown below. The main version symbol may never be combined with any other letter color than dark green (se color scheme).

The entirely dark green or black logotype is used when, for practical or financial reasons, it is not possible to use the multi colored one. Note that in these cases the entire logotype shall be reproduced 100 percent in dark green (100% C 25% M 82% Y50% K) or 100 percent in black (no part may be rasterized or printed in gray).



**Sustainable** 

**Solutions** 



If the logotype is to be used on a dark background, the whole logotype shall be reproduced in its negative form. It must not be used as an outline or a shade of gray.

On promotional items or gifts, the logotype may be reproduced entirely in silver.



### Additions to the logo

It is allowed, with corporate permission, to add text under the logo indicating a sustainable service, product etc. For example: GREEN ENERGY, BIO-BASED MATERIAL, MASS-BALANCED MATERIAL, GREEN ENRGY / CLEAN PROCESSES / LOW WASTE etc.

These logos should always be created and approved by corporate marketing. All approved logoes with text is stored inside Brandox under Logotypes/Nolato Sustainability Logo.





# Our sustainability colors

CMYK	PMS	RGB	HTML
(Used when printing full color) C = Cyan (blue) M = Magenta (red) Y = Yellow K = Black	(Pantone Matching System) Used when printing with spot color, for example stationery	(Used for use on computer screens) R = Red G = Green B = Blue	Hex Color Code Web safe colors specified in hexadecimal
100% C 25% M 82% Y 50% K	2427 C	0 R 83 G 55 B	#006017
55% C 7% M 40% Y 30% K	7730 C	80 R 166 G 107 B	#50a66b
40% C 0% M 40% Y 6% K	2267 C	144 R 240 G 144 B	#90f090

# Sustainibility images

### Choosing images

A good selection of images that can be used with presenting Nolatos Sustaiability Solutions can be found inside the Nolato picture archive Brandox under Nolato/Sustainability. For access/login please contact Nolato Group Marketing Manager.







