

Code of Conduct

Ouneva Group

14th of September 2022





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Code of Conduct

This Code of Conduct covers the operations of all Ouneva Group companies.

Ouneva Group is committed to carrying out its business in a sustainable and responsible manner. Our goal is to be an excellent corporate citizen wherever we operate.

This Code of Conduct defines responsible and consistent practices for all our locations.

This Code applies to all Ouneva Group employees and contains guidelines concerning obligations towards Ouneva Group's business environment, employees, business partners and society.

We expect that parties outside Ouneva Group also follow these principles, where relevant, when they do business with us.



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Business practices

We are committed to transparency, honesty, integrity and compliance with all laws, regulatory guidelines and regulations related to our operations wherever we operate.

We handle confidential information about Ouneva Group's operations, employees, customers and partners carefully and we do not disclose this information to or share it with anyone other than the parties involved.

We respect laws and regulations and expect our employees to do the same. We cooperate in all required regulatory inspections. We do not accept any dishonest behaviour such as corruption, conflicts of interest, fraud, extortion, embezzlement, illegal pressure and money laundering.

We also do not participate in restrictive agreements or practices.



Conflicts of interest between the company and its employees must be avoided. If such a conflict occurs or can be foreseen, the employee must report it in writing and immediately discuss the matter with the nearest superior.

Our personnel will never give or receive gifts that go beyond what is considered reasonable. This means that Ouneva Group forbids its employees from offering, promising or giving anything of value to improperly influence someone's decision-making.

At the same time, it means that our employees will be forbidden from accepting anything of value offered by another for the purpose of improperly influencing their decision-making.



All communications on behalf of Ouneva Group, regardless of the communication channel used, must comply with Ouneva Group's corporate values and practices as well as copyright laws.

Social media must not be used in a way that could harm the reputation of Ouneva Group. Posting misleading or fraudulent content related to Ouneva Group, colleagues, competitors or other parties concerned is prohibited.

We communicate and market our products and operations in an honest and responsible manner.



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Human rights and labour standards

Our goal is to create equal working conditions that motivate all employees to do their work as well as possible.

We respect the UN Declaration of Human Rights and take rights into account in our actions towards society and our personnel. Our employees' conditions of employment comply with the requirements laid down in national law and the declarations of the International Labour Organization (ILO).

We do not accept child labour. We recognise every child's right to be protected from economic exploitation and work that is hazardous to their physical, psychological or mental health or moral and social development or interferes with their education.

At Ouneva Group, we do not tolerate any form of forced, slave or prison labour or the use of illegal workers.

We recognise the right of employees to join or not to join organisations, to establish an organisation and to organise and bargain collectively or privately in accordance with local laws and regulations. No employee shall be subject to harassment or retaliation for exercising these rights.



At Ouneva Group, we value and promote pluralism and gender equality. Our employees, customers and partners must treat everyone in a respectful and polite manner and give everyone equal opportunities for development.

Therefore, we do not accept any form of discrimination or harassment based on race, ethnicity, sexual orientation, gender, religion, age, disability, political opinions, nationality or any other possible cause of discrimination in the workplace.

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Health and safety

By working safely, participating in occupational safety and health activities and taking care of each other, we demonstrate that safety comes first.

We work systematically to promote health and safety and are committed to ensuring the safety of the working environment. Risks that can cause accidents or impair the health and well-being of our employees must be eliminated and reduced. Therefore, occupational health and safety hazards shall be identified, assessed and managed.

A safe working environment also requires measures, such as keeping the premises clean and tidy, ensuring that the machinery and equipment used are safe and do not endanger the health of employees, and ensuring that the guidelines on the use of personal protective equipment and tools are followed.

The objective of health and safety activities is to ensure safe and healthy working conditions and to maintain our employees' ability to work.

Ouneva Group's contractors are responsible for their own safety. We require our contractors to participate in Ouneva Group's safety activities, plan for different risk scenarios and report hazardous situations in our premises.



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Environment

We seek ways to reduce the consumption of natural resources, energy and water and improve the reuse of decommissioned materials.

Our operations must always comply with legal environmental requirements. We expect all of our employees to support and take responsibility for our environmental performance. We assess the environmental impact of our operations and encourage the development and distribution of environmentally friendly technologies and practices.

Each of our employees must take into account the company's environmental impact in their own work. Chemicals, waste and other hazardous materials must be handled safely and appropriately.



The management of Ouneva Group has approved this Code of Conduct on 14th of September 2022. The Code of Conduct was first published in 2017. The Code of Conduct is regularly reviewed and updated as necessary.

