

Code of Conduct of Teknoware

Teknoware Code of Conduct sets out the principles and requirements of behavior that is expected of employees of all Teknoware group companies and gives clear guidance about the behavior that is not tolerated.

All our employees are expected to read and understand the code and use it in their day-to-day work, always keeping in mind that they each have a personal responsibility to incorporate the principles. Employees, who have questions or concerns or notice any violations, are expected to speak up.

Teknoware hereby declares:

1. Compliance with the law

We are committed to full compliance with all applicable national and international laws, regulations and generally accepted practices.

2. Prohibition of corruption and bribery

We do not become involved in business relationships that may lead to conflicts of interest.

We do not tolerate any form of corruption or bribery. We do not pay bribes or illegal payments to obtain or retain business. We do not pay to government officials in order to influence decision-making or facilitate favorable decisions from authorities.

We refuse to participate in or support money-laundering under all circumstances in our operations worldwide.

We do not accept gifts from business partners exceeding normal standards of hospitality.

3. Respect for the basic rights of employees

We select, employ and compensate employees based on their personal qualifications and skills for the job. We promote and support equal opportunities and equal treatment of our employees irrespective of their colour, race, nationality, social background, disability, sexual orientation, political or religious conviction, sex or age. We refuse to employ anyone against their will or force them to work.

We appreciate diversity in our employees' background, talent, insight, education and experience, and believe this contributes to our success and sustainability by enhancing innovativeness, flexibility, and the ability to communicate within and between Teknoware companies and with our customers and other stakeholders.

We respect personal dignity, privacy and the rights of each individual.

We do not allow any unacceptable behavior that is physically coercive, threatening, abusive or exploitative, sexual harassment or discrimination.

We provide fair remuneration and guarantee the applicable national statutory minimum wage. We comply in the applicable laws specified maximum working hours.

To the extent permitted by law, we recognize the freedom of association of workers and members of employee organizations.

4. Prohibition of child labour

We do not use child labour or engage suppliers or contractors that do so. We do not hire workers who are under 15-years-old.

5. Health and safety of employees

We take responsibility for the health and safety of our employees. We work to prevent hazards, accidents and injuries by executing policies and actions that minimize these, as far as is reasonably practicable. We establish and maintain systems and best practices to detect, avoid, respond to and treat potential occupational threats to the well-being and safety of all personnel.

6. Environmental protection

We are committed to minimizing environmental impacts and improving environmental protection. We are committed to full compliance with legal norms and international standards;

We strive to expand the implementation of our environmental management policies and practices in accordance with ISO 14000 standards and look for opportunities to maximize the use of best practices and synergies between our businesses.

7. Supply chain

We expect our suppliers and contractors to demonstrate similar high ethical standards and, accordingly, this criterion is of prime importance when establishing or continuing business relationships.

12 September 2024
Lahti, Finland

Mr. Kai Kauto
President

