

## **OLVI GROUP CODE OF CONDUCT FOR PARTNERS**

The operations of Olvi Group (Olvi plc and its subsidiaries including AS A. Le Coq) are based on sustainable and ethical procedures and values. Olvi Group considers sustainability in the development of its practices, which ultimately leads to a positive contribution to society. We comply with the International Bill of Human Rights (see appendix 1), and the International Labour Organisation's (ILO) Declaration on Fundamental Principles and Rights at Work. Olvi Group is committed to the UN Global Compact principles (see appendix 2). These principles guide our work on human rights, employees' rights, environmental protection and anti-corruption. Olvi Group works to ensure that Olvi Group's suppliers and partners have an interest in fulfilling and respecting the following principles in their own business practices. Olvi Group's suppliers and partners are expected to share information when required.

### **Business practices**

- All valid legislation is adhered to.
- Fair and open business practices are maintained, and it is unacceptable to be involved in any illegal or restrictive trade practices.
- Confidential business information is respected and will not be divulged to third parties.
- Employees avoid any situations which conflict or could be perceived to conflict with their personal and business interests.
- Corruption and bribery are not accepted. Employees will not offer or receive any money or gifts that could be regarded as a means to bribe or influence.
- Intellectual property rights are respected.
- Compliance with the data protection is followed in the processing of personal data and confidential information.

### **Workplace standards**

- Human rights, including migrant workers and indigenous people, are respected and promoted, and they are not infringed.
- Working hours are reasonable. Work week shall not exceed limitations of local legislation. Overtime work is voluntary, and its limits, overtime compensation and rest periods are as they are defined under national legislation or labour agreements. Overtime is paid with higher rate complied with laws. Employees are guaranteed rest periods (daily and weekly rest time, rest breaks) in accordance with the current legislation or collective agreements. The right to holidays and sick leaves according to law is respected.
- The right to a living wage is respected. Salary shall meet at least legal or industry minimum standards. Wage deductions are not done as a disciplinary measure. A written work contract, including terms and conditions of employment relationship, is provided.
- Forced labour, child labour and human trafficking are not used.
- All employees and customers are treated equally and fairly, regardless of gender, age, ethnic background, sexual orientation, disabilities, political opinions or religious convictions, or another corresponding reason. Discrimination, harassment, and abusive behaviour are

not accepted in any form. This applies to all matters related to work, such as recruitment and promotions.

- Professional freedom of association and professional organization must be respected.
- A safe and healthy workplace environment and working conditions are provided. Work instructions, conditions and equipment should support safe and healthy working. Every employee is inducted to their work to improve safe and healthy working practices. Evaluation of work safety and health risks is done. Managers and supervisors are responsible for supervising their employees in unclear situations.
- Compliance with ethical principles is expected of everyone. Employees and other parties must be able to contact their supervisors or managers with regard to any non-compliance with laws, regulations or policies. If the matter cannot, for some reason, be discussed with the employee's own supervisor or a manager, it must be reported to Olvi Group's CFO. If this does not feel appropriate either, the employee must report the matter through own company's or Olvi Group's Whistle Blowing channel, which is confidential and anonymous.

## **Environment**

Negative impacts on the environment are reduced and positive impacts are created by the following practices:

- Protecting biodiversity both in own operations and in value chain.
- Mitigating climate change by reducing greenhouse gas emissions in own operations and value chain, in addition to adapting to actual and expected climate change and its impacts.
- Improving energy efficiency in the production process and a gradual transition to renewable sources of energy.
- Improving circular economy and the efficient usage of resources, including
  - Increasing use of renewable, reusable or recycled resources
  - Recycling of waste and side streams and minimising landfill waste
- Minimising water consumption and the wastewater load.
- Promoting the usage and development of environmentally friendly technologies, operations and materials.

## **Compliance**

Olvi Group is committed to making a positive contribution as possible through all of its operations and its supply chain. Olvi Group requires all of its suppliers and partners to actively follow Olvi Group's ethical and business principles in their own practices. An important role is played by personnel's good awareness and correct operating methods in sustainability matters. Olvi Group expects to suppliers and partners have their own Code of Conduct for their partners with similar kind of content. Olvi Group recommends having certified management systems.

Olvi Group refuses to do business with any supplier or cooperation partner that does not agree with and sign this binding agreement. Olvi Group will not accept non-compliance with this agreement. Compliance is followed through audits and other reviews. If there is any risk of violation against the agreement, it shall be proactively addressed and fixed. Olvi Group wants to support meeting the requirements through cooperation.

## **International Bill of Human Rights**

International Bill of Human Rights consists of following:

**UN Universal Declaration of Human Rights**

**International Covenant on Civil and Political Rights**

**International Covenant on Economic, Social and Cultural Rights**

## **The UN's ten Global Compact principles**

### **Human rights**

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: make sure that they are not complicit in human rights abuses.

### **Labour**

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: the elimination of all forms of forced and compulsory labour;

Principle 5: the effective abolition of child labour; and

Principle 6: the elimination of discrimination in respect of employment and occupation.

### **Environment**

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: undertake initiatives to promote greater environmental responsibility; and

Principle 9: encourage the development and diffusion of environmentally friendly technologies.

### **Anti-corruption**

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.