



## Code of Conduct

CoE Group (legally Co-Engineering Oy) has been operating since 2012. We supply products and solutions to the industry. Growing industry needs the expertise of designers and on-site consults.

CoE Group's values are responsibility, cooperation, and development. These values affect and define how we conduct our business daily.

CoE Group's Code of Conduct supports and strengthens our operations in accordance with our values. In addition to the specific standards mentioned in this Code, we practice everything our business in a manner characterized by compliance with and respect for laws and regulations, agreements and other commitments, and sound and fair business practices.

Cooperation is only carried out with actors with similar ethical codes and goals, as in CoE Group's business.

CoE Group's business rules are binding on all our employees.

### 1. LEGALITY

We adhere to all applicable laws, regulations, and general and specific obligations, agreements, guidelines, and codes of good business practice in all our operations.

### 2. WORKING CONDITIONS AND HUMAN RIGHTS

We are complying with the UN Declaration of Human Rights.

CoE Group complies with the ILO Declaration on Fundamental Principles and Rights at Work. Collective bargaining respects the freedom of workers and the right of association.

We treat workers fairly and ensure that they are not subjected to any form of harassment, discrimination, or abuse, such as discrimination based on race, ethnic or national origin, skin color, gender, family status, sexual orientation, religion, disability, age or political beliefs, or other legally protected characteristics. This is strictly forbidden. If necessary, we will intervene immediately.

We pay employees at least the minimum wage and applicable overtime pay in accordance with national law or applicable collective agreements.

Forced labor and child labor are prohibited.

### 3. CHILD WORK

In accordance with the Convention (ILO 138), the employment of persons under the age of 18 is governed by general labor law and special laws for young workers (998/1993).



The aim is to protect the employment of young workers by imposing certain restrictions the age of the employee and the permissible quality of the work. Young person (age 15 – 18 years) may be prescribed only for work which is not detrimental to his mental development or health.

#### 4. HEALTH AND SAFETY IN THE WORKING ENVIRONMENT

We provide our employees with a safe and healthy workplace. We comply with all health and safety laws and regulations. We apply appropriate procedures and controls to achieve zero accidents and incidents. We look for ways to improve working conditions, the working environment and maintain the health of our employees. We are also committed to the safety of our environment.

We store, transport and handle products safely. We strive to prevent the dangerous use of our products.

#### 5. THE ENVIRONMENT

We comply with all security laws and regulations. We constantly strive to assess and improve the environmental impact of our operations, as well as the efficient use of natural resources.

We optimize the use of raw materials and consider material and resource efficiency considerations.

#### 6. PREVENTION OF CORRUPTION AND CORRUPTION

Employees must not engage in any form of illegal corruption or blackmail CoE Group, business partners, coworkers or third parties. Employees may not, on their own behalf or on behalf of their employer, accept or offer any direct or indirect benefits intended or likely to be used to promote illegal or improper business. It must also not be of personal use.

We act legally and work carefully. Both actions must be appropriate and justified.

Employees should avoid situations where their personal interests are at stake conflict with stakeholders or their employer. Under no circumstances may employees be involved in money laundering. Also does not serve as a dual role. Do not accept or give bribes. An employee must not influence another person's decisions. Corruption also includes favoring acquaintances. Transparency and information sharing contribute to the fight against corruption. We remember equal treatment.

#### 7. PRIVACY

We understand that information we receive from our employees, customers, suppliers, and other business partners may be confidential, proprietary, privileged or otherwise sensitive. We will take appropriate steps to protect any such information from being improperly disclosed or misused.

#### 8. IMPLEMENTATION AND DEVELOPMENT

Compliance with the standards set out in this code shall be monitored and enforced on an ongoing basis at all levels. Commitment is considered an integral part, regardless of the employee's status.

Our internal processes, including internal audits, are designed to facilitate compliance with and detection



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of this code and to correct any irregularities or anomalies.

As a group and as individuals, we constantly set ourselves the goals of sustainable development to achieve. Development is the way we do business.

Vaasa 17.1.2024

A handwritten signature in blue ink, appearing to read 'Sami Kivioja'.

Sami Kivioja  
CEO  
CoE Group