



# EG ELECTRONICS

## Code of Conduct

Category  
Approved by

Business Supporting Process  
Anna Turunen

Document no.  
Approved

#1188:5  
2023-03-03

### Purpose

Our code of conduct are ethical guidelines for how we behave within EG Electronics. These guidelines permeate our entire organization in everything we do, every day.

The purpose is to protect Human Rights, promote fair employment condition, safe working conditions, manage environmental issues and set high ethical standards. The Code of Conduct shall be applied in the sales and supply chain of all our services worldwide. It describes our intention on how to behave when we do business and how we interact with our stakeholders. Our Code of Conduct shall give guidance and be a governing routine on how an employee shall act in accordance with our Core Values, Passion & Competence.

We demand that our suppliers and their subcontractors comply with the Code of Conduct or similar standards to verify compliance by providing information and allowing access to their premises.

To make this commitment clear to employees, suppliers, customers, and other stakeholders, our Code of Conduct is based on the United Nations Global Compact initiative, an international initiative which is supported by corporations around the world to ensure accountability.

### Goals

1. We will make the 10 principles of the Global Compact an integral part of our business strategy.
2. We will incorporate the Global Compact and its principles in decisions making processes of the management group.

### Responsibility

It is the responsibility of all employees to follow the Code of Conduct. It is the responsibility of Managers to communicate and demonstrate the content as well as the spirit of this document within the organization, and to encourage employees to reveal behaviour that may be non-compliant with this Code of Conduct.

In addition to compliance with all relevant laws, regulations, and standards in all the countries in which we operate, all our units, companies and employees shall comply with the Code of Conduct even if it stipulates a higher standard than required by national laws or regulations.

### Legal Compliance

We shall follow all applicable international, national, and relevant laws and regulations as well as local work environment and labor legislation. Corporate regulations, norms and values concerning ethical behaviour shall be followed even outside the home country, as long as they do not conflict with laws in other countries.

### Human Rights

Within our sphere of influence, we support and respect the protection of internationally proclaimed Human Rights. We make sure that we are not complicit in human right abuses.

We are all expected to:

- Enable and foster human rights in the sphere of our influence.
- Speak up in case of a suspected human rights violation.
- Perform risk-based due diligence when working with business partners.

### Labor Standards

Employees shall be treated with respect and dignity.

1. Employment is freely chosen

*No form of forced or compulsory labor is tolerated.*

2. Freedom of Association and the right to collective bargain

*Fundamental human rights at work that form an integral part of democracy. They support civil liberties and guarantee protection against discrimination, interference, and harassment.*

3. Harassment and antidiscrimination

*No employee or potential employee should receive less favourable treatment or consideration about gender, race, religion, age, disability, sexual orientation, colour, nationality, belief or political opinion, union affiliation, marital status, social or ethnic origin.*



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*No form of discrimination, harassment or other improper conduct will be tolerated whether committed by or against, leaders, co-workers, customers, vendors, or visitors. This also applies to events that occur outside the physical workplace, or after working hours, such as during business trips, at company events, and on social media. Any claims of discrimination or harassment will be taken seriously and handled promptly.*

#### 4. No exploitation of child labour

*No child labour is tolerated. No person is employed who is below the minimum legal age for employment. Minimum age of employment is the age of completion of compulsory schooling. Children are not employed for any hazardous work, or work that is inconsistent with the child's personal development. A child means a person below the age of 18 years, as defined in Article 1 of the United Nations Convention on the Rights of the Child.*

#### 5. Payment of living wage

*Deductions from wages for disciplinary measures shall not be permitted. Deductions shall never constitute an amount that will lead the employee to receive less than the minimum wage.*

#### 6. Reasonable hours of work

*Hours of work shall comply with applicable laws and industry standards. The total working hours (regular hours plus overtime) should not exceed an average of 48 hours a week during a period of four months.*

#### 7. Safe and healthy working conditions

*A safe working environment which is free from discrimination, harassment and bullying shall be created for all employees. The working environment shall be entirely drug free.*

#### 8. Women's rights

*We believe that men and women should have equal opportunities for employment, education and development.*

*Any decisions on recruitment, selection, education, promotion and career development are based on objective and professional criteria related to the proven performance, the role in question and assessed potential.*

*We aim for an equal distribution with regards to gender in the workplace when recruiting, and we are actively facilitating for men and women to combine parenting with work.*

### **Whistle-blower function**

EG has a whistleblowing process for reporting irregularities. If an employee or other person would discover possible unethical or unlawful behaviour, their observations should always be reported to nearest manager or HR. The handling is always secure and protecting the whistle-blower's identity.

In these cases the information should not be visible to all employees due to sensitive information or private reasons and is reported via emailing directly to HR or nearest manager.

### **Environment**

We shall routinely audit, follow up and report our environmental footprint. Procedures and standards for waste management, handling of hazardous and dangerous materials must meet or exceed minimum legal requirements.

Limited resources shall be used responsibly and carefully. We encourage and promote innovative developments and changes in procedures that could reduce any environmental burden associated with our activities.

Development and diffusion of environmentally friendly technologies shall be encouraged.

### **Anti-Corruption**

It is important for each individual to adhere to ethical and legal standards in business processes to ensure fair competition and to promote transparency and accountability. To influence the business processes through indirect and/or direct bribery or other provision of sponsorship is illegal and can result in severe legal consequences for both the supplier and the purchaser.

No form of extortion and bribery, including improper offers for payments to or from employees, or organizations, is tolerated.

### **Business Ethics**

Deals with business partners are characterized by fairness. We shall not offer customers, potential customers, governments, agencies of governments or any representatives of such entities, any rewards, or benefits in violation of either applicable laws or reasonable and generally accepted business practice.



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The employees are not allowed to accept payments, gifts, or other kinds of reimbursement from a third party that could affect their objectivity in their business decisions.

### **EG Ethical rules - *Doing business the right way***

**Follow the law** - *We respect and obey the laws, rules and regulations that apply to our company*

**Deliver quality** - *We are committed to delivering quality products and services*

**Act with integrity** - *We neither offer nor accept bribes, inappropriate gifts, or representation*

**Be passionate** - *We are passionate about what we do and how we do business*

**Be competent** - *Within our area of business, we are competent in everything we do*

For further information about the United Nations Global Compact and its 10 principles:  
<http://www.unglobalcompact.org/aboutthegc/thetenprinciples/index.htm>