

## **Mäkelä Alu Oy and its goods suppliers and service providers**

This Code of Conduct outlines basic obligations for Mäkelä Alu, its good suppliers and its service providers regarding responsibility towards the parties' stakeholders and the environment.

Mäkelä Alu Oy reserves the right to change this Code of Conduct to a reasonable extent if changes are made to the company's own responsibility practices.

In such circumstances, Mäkelä Alu Oy requires suppliers to accept the reasonable changes made to this document.

We commit to:

### **Compliance with legislation**

- To comply with the legislation valid in the given country.
- To ensure compliance with legislation through training, awareness, operational monitoring, and supervision.

### **No corruption or bribery**

- To reject all and any corruption or bribery, and to refrain from involvement in such activities, including offering monetary or other benefits to officials with the aim of illegally influencing a decision.

### **Respect for workers' human rights**

- To promote workers' equal opportunities and to treat them equally regardless of skin colour, race, nationality, social background, disability, sexual orientation, political and religious beliefs, sex, age, or other distinguishing characteristics.
- To respect the value, privacy, and rights of every individual.
- To refrain from hiring anyone or having work carried out by a worker against their will.
- To refrain from accepting any inappropriate treatment of workers, such as emotional abuse, sexual harassment, or discrimination.
- To prohibit such behaviour, including gestures, use of language, and physical contact that is sexual, forceful, threatening, insulting or exploitative.
- To provide legal reimbursement for work carried out and to guarantee the locally agreed statutory pay.
- To comply with the maximum working hours laid down in applicable legislation.
- To accept, within the boundaries of the law, workers' right to freely organize and to refrain from discriminating against workers' organizations and union members.

### **No use of child labour**

- To refrain from hiring workers under the age of 15, except in developing countries where ILO's convention 138 is valid, and to refrain from hiring workers under the age of 14.

**Workers' health and safety**

- To bear responsibility for the health and safety of workers.
- To manage risks and to undertake reasonable and proactive procedures to prevent accidents and work-related illnesses.
- To provide training and ensure that workers receive training on matters pertaining to health and safety.
- To comply with and develop the ISO 45 001:2018 Occupational health and safety system or an equivalent.

**Responsibility, environmental protection, and quality**

- To act as a responsibly company with consideration for economic, social, and environmental impact.
- To operate in compliance with applicable legislation and international environmental protection norms.
- To minimize environmental pollution in all activities and procurements, and to commit to continuously improving environmental protection and promoting sustainable development.
- To comply with and develop the ISO 14001:2015 Environmental management system or an equivalent.
- To comply with and develop the ISO 9001:2015 Quality management system or an equivalent.

**Information and data processing**

- To openly inform stakeholders about essential operating environment issues.
- To comply with the GDPR requirements for companies pertaining to the collection, storage, and management of personal data.
- To process data responsibly.

**Supply chain**

- To invest in the promotion of the use of this Code of Conduct among our suppliers.
- To comply with the principles of non-discrimination in the selection and treatment of suppliers.

To commit to respect and comply with these practices, requiring the same level of commitment from all goods suppliers and service providers. We reserve the right to check that goods suppliers and service providers are following the abovementioned practices. If we find repeated breaches of the agreed practices, Mäkelä Alu Oy is entitled to terminate the agreement/collaboration.

Alajärvi 25.5.2021

Petri Mäkelä



Managing Director

Mäkelä Alu Oy