

Mitta Code of Conduct

Mitta Group's (later "Mitta") long-term success depends on sustainable behavior, as well as fair and ethical business practices of the company. It means good economic profitability, as well as environmental and social commitment. The company applies basic requirements for compliance with international conventions and national laws.

This code of conduct is based on the UN Global Compact (www.unglobalcompact.org). The Code of Conduct describes how to conduct our business in order to win and grow the trust of our customers and employees. All Mitta employees are required to apply this Code of Conduct in their daily work and business decisions. We also hope our customers and business partners (suppliers, competitors, device sellers) apply similar kind of codes. Mitta's Code of Conduct is available on our website mitta.fi and mitta.se.

Economic and financial aspects

Mitta creates sustainable economic value by conducting business in a healthy manner. It is therefore important that we act in a fair and ethical way in our day-to-day activities.

Business

Mitta should apply responsible business practices characterized by high business morality and good business practice, taking responsibility for entrepreneurship with attention and loyalty to business partners involved. All marketing and communication with customers are to be honest and shall correspond to reality.

Financial reporting

Mitta reports all financial transactions according to local accounting policies, standards and regulations. The financial statements shall be transparent and shall give a fair view of the Group companies.

Taxes

Mitta complies with applicable tax laws and tax rules. In the absence of clear guidance, transparency and accuracy shall guide Mitta's activities.

Corruption, bribes and gifts

Mitta has zero tolerance for corruption, both in the public and private sector. In general, Mitta's employees do not promise, offer, pay, demand or accept bribes, personal profit, unfair advantage in order to obtain business, unless it complies with international and local laws, and is approved by standard business practices. In case an employee hesitates to receive a gift or benefit, he/she should consult with the CEO for an opinion.

Fair competition

Mitta supports free and fair competition in open markets, and we adhere to international and local laws.

Conflicts of Interest

Company decisions should always be made on the basis of company's benefits. Employees shall not exercise their position or influence for any other purpose than the best interests of Mitta.

Employees must avoid conflicts of interest between their own individual activities and the interest of Mitta. They may not compete directly or indirectly with any Mitta Group business. If a conflict of interest exists or could occur, employees shall immediately inform their superiors.

Political commitment

Mitta does not lend its name to political parties or individual political candidates.

Quality of Services

Each customer contact shall be carried out in a friendly and professional way. Our services must be of high quality and meet or exceed the expectations given by standards and in the contract.

Partners

Mitta primarily seeks to use partners and suppliers who share our business principles and apply our code of conduct.

Social aspects

All our employees, customers and other stakeholders should act and be treated in a fair and ethical way.

Discrimination and equal treatment, abuse

No employee, customer, supplier or other partner shall be discriminated based on ethnic background, origin, disability, gender, health, religion, language, sexual orientation, membership of a trade union, political affiliation, opinions or beliefs, parenthood or age. No one shall be subject to or threaten to physical, religious, sexual, psychological or verbal harassment or abuse.

Human rights

Mitta supports and respects all fundamental human rights.

Working time, salary and contract of employment

Mitta complies with applicable laws, agreements and industry standards on working hours and wages. Everyone has the right to equal pay for work and regular, paid holidays. All employees are entitled to a written contract of employment.

Employment data

Personal data of Mitta's employees is handled confidentially and prevented from unauthorized access.

Safety and working environment

Mitta offers its employees a safe and healthy working environment and strives to prevent accidents and injuries at work. The safety of our employees,

customers, partners and visitors is important for the Mitta, and we actively strive to minimize risks related to our business.

Association

All employees' right to associate free and bargain collectively must be respected.

Diversity

Mitta sees diversity as a resource, and we strive to create a dynamic and modern workplace for our employees. Mitta encourages each employee's development of skills. We believe that employees with different backgrounds, interests and personalities contribute to a more efficient and sustainable business.

Environmental aspects

Mitta strives to prevent and minimize negative environmental impact of its business. Mitta is active in increasing the environmental awareness. In our operations, we aim to create environmental benefits to our customers and ourselves.

Energy

Mitta makes conscious choices when acquiring energy and prioritizes renewable energy. We constantly strive to reduce our energy consumption.

Transporting and travelling

When choosing a travelling and supplying vehicle, we prioritize alternatives that minimize environment impacts. The company's cars and vehicles operate on fossil free fuels when it is possible and justifiable.

Environmentally friendly products and materials

Mitta shall avoid substances that are environmentally hazardous or harmful to health in chemical products and in our business as far as possible.

The choice of materials and products should be based on sustainable criteria where possible, which means they are:

- managed and maintained in a sustainable way
- produced using renewable raw materials and low resources
- produced in a way that doesn't affect endangered species negatively
- recyclable and easy to dismantle.

Waste management

Mitta seeks to limit the amount of waste of its operations and to enable efficient recycling of waste.

Compliance with the Code of Conduct

The management of Mitta's business units in different countries are responsible for ensuring that employees are aware of and comply with this Code of Conduct.

Actions against the Code will not be accepted. Our suppliers and partners are to adhere to and comply with the Code of Conduct.

If you notice a deviation or breach of this Code of Conduct, you are encouraged immediately to report to Mitta's HR Managers or Quality Manager or any member of the Mitta Group management. You can report in writing or by phone. Mitta will ensure that adequate resources are allocated to examination of all notifications. Mitta does not tolerate any form of harassment or bullying and takes action to protect all those who express doubts in good faith.

The CEO of Mitta Group or a person authorized by him or her is entitled to make technical amendments to this Code of Conduct when necessary.

30.11.2022



Aki Puska
CEO
Mitta Group