

Ulf Haga 5.1.2013

# Hentec Code of conduct

Hentec Oy Ab respects principles that promote responsible business practice. These principles are followed by all employees. The principles highlight matters of great worth, such as the environmental aspects of our activities, anti-corruption, human rights, behavioral manners and safety. Honesty is the basic premise of all of our business and action, statements and reports.

#### 1. Obeying laws and regulations

We agree on obeying national and international laws, regulations and commonly accepted policy. We lean on the best available professionals in ambiguous situations.

## 2. Fair competition and obeying legislations of competition

We promote fair competition and free markets and reject discussing or agreeing on pricing, market shares or any comparable actions with competitors. Fair competition in the market contributes to the development of the industry and will therefore also benefit the customers and shareholders.

#### 3. Prevention of corrupt practices and bribes

Hentec disapproves all kind of corruption. We do not pay bribes or any other illegal fees to improve, acquire or maintain business. Neither do we by illegal means acquire regulatory decisions or services beneficial to ourselves. We do not accept presents exceeding the normal hospitality from business partners.

We refuse to attend money laundering or to support it in all of our business areas in any conditions worldwide.

#### 4. Human rights

We support and conform to the proclaimed universal declarations of human rights by the UN. As an employer we accept the fundamental rights of employees defined by ILO. These fundamental rights contain the freedom of association, trade union rights, contract negotiation rights, forbiddance of forced labour and the equal possibilities and treatment of the employees. In addition, Hentec respects diversity, fair compensations, occupational health and safety, environmental awareness and participation in the community. Hentec aims at contributing to these matters for the welfare of itself and its stakeholders. We neither use child labour nor transact with subcontractors or suppliers using child labour. We do not accept forced, offensive or insulting behavior or abuse.

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## 5. Equality and equal treatment

We select our employees based on their knowledge and competence. We do neither accept nor perform any kind of discrimination based on for example race, nationality, religion, disability, gender, sexual preferences, professional organization or political commitment when recruiting, hiring, educating, promoting, firing or organizing pension. We respect our employees' different cultural backgrounds, knowledge, capacity, education and experience.

## 6. Occupational health and safety

We are striving to offer a safe, healthy and well-maintained work environment. We strive to prevent accidents and injuries by operating instructions and operations that reduce the risks in the work environment.

## 7. Environmental protection

We are striving to reduce the usage of raw-materials and energy and to minimize the amount of waste and emissions, also in our own business.

# 8. Expectations of suppliers

We imply that our suppliers and subcontractors pursue similar, ethical and sustainable principles.

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