

# **SUOMINEN GROUP HUMAN RIGHTS POLICY**

**Approved by the CEO on June 7, 2023**

Owner:	SVP, HR & Legal
Author:	SVP, HR & Legal
Reviewed Date:	-
Last Amendment Date:	-
Version Number:	1.0
Confidentiality Class:	PUBLIC

## **1. Purpose**

The purpose of this Policy is to reaffirm Suominen's commitment to respecting human rights. This Policy complements our Code of Conduct and related policies.

## **2. Scope**

This Policy applies globally to all Suominen Group companies. This Policy focuses on human rights topics which are most relevant to our business and operations:

- Safe and healthy workplace
- Diversity, equity and inclusion
- Freedom of association and fair employment practices
- Forced labor and child labor
- Human rights in our supply chain

Our expectations regarding the respecting of human rights by our suppliers are specifically addressed in our Supplier Code of Conduct.

## **3. General commitment**

Suominen's vision is to be the frontrunner for nonwovens innovation and sustainability. For us, sustainability means that we do things efficiently and responsibly in terms of the environment, people, and the economy. Sustainability leadership, being a good corporate citizen, and promoting responsible business practices in our own operations and throughout our supply chain are key elements of our vision and strategy.

As stated in Suominen's Code of Conduct, Suominen respects and supports the protection of internationally proclaimed human rights, such as those described in the Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights, the International Covenant on Economic, Social and Cultural Rights, and the International Labor Organization's (ILO) Declaration on the Fundamental Principles and Rights at Work. Suominen is committed to the OECD Guidelines for Multinational Enterprises, the UN Global Compact, and the UN Guiding Principles on Business and Human Rights.

Where national law and international human rights standards differ, we will follow the higher standard. Where they are in conflict, we will adhere to national law, while seeking ways to respect international human rights to the greatest extent possible.

## **4. Safe and healthy workplace**

Suominen is committed to providing a safe and healthy working environment for all employees, contractors, and others working for us. We comply with all applicable safety and health laws and regulations. Suominen is committed to implementing safety programs to promote a positive safety culture and to encourage participation of, and consultation from all employees. To do this we provide training and share information on safety matters with our own employees as well as external workers working in our premises.

## **5. Diversity, equity and inclusion**

Suominen recognizes the business benefits of a diverse workforce and aims to provide equal opportunities for everyone based on competence, experience, and performance. We do not tolerate any kind of discrimination, including discrimination due to age, gender, religion, ethnic or national origin, sexual orientation, political opinion, disability, or any other characteristic protected under the applicable law. We

are committed to fair and equal treatment of our employees and anyone seeking employment at Suominen in matters that involve recruitment, promotion, development, rewards, or any other term or condition of employment.

We expect everyone to be treated with dignity, respect, and common courtesy. We do not tolerate any form of harassment, bullying, or any other inappropriate behavior that can be considered offensive, intimidating, or insulting.

Compensation and rewarding of our employees is based on the requirements and complexity of their position and their performance. Differences in individual salaries are based on differences between competence, work experience, and performance.

## **6. Freedom of association and fair employment practices**

We respect our employees' right to form or join trade unions and to bargain collectively. We provide working conditions that comply with local statutory requirements and collective bargaining agreements. Suominen complies with all applicable laws, regulations and collective bargaining agreements regarding wages, working hours, overtime and benefits.

We support the physical and mental wellbeing of our employees and recognize the importance and benefits of an appropriate balance between work and private life. We aim to find answers to various life situations, for example by making working time arrangements and giving time off. Many of our employees are able to work in a hybrid model which means a flexible working arrangement combining office-based work and working from home or another remote location, taking breaks and making use of flextime when necessary. Our production employees work in shifts, and we monitor closely how they cope with shift work. We encourage people working in shifts to find the best ways for themselves to recover.

## **7. Forced labor and child labor**

Suominen prohibits the use of all forms of forced labor, modern slavery and human trafficking. All work must be voluntary. No employee may be compelled to work through force or intimidation of any form. All employees are free to leave work at any time or terminate their employment.

Suominen prohibits the use of child labor. We do not hire workers under the age of 15 or under local mandatory schooling age, whichever is higher. Where allowed by local laws, the minimum age may be lower for light work (i.e., work that is not harmful to a person's health or development or does not interfere with their education). For example, we may offer trainee positions or part-time summer work for students. The minimum age for hazardous work is always 18 years.

## **8. Human rights in our supply chain**

Suominen works consistently to ensure that human rights are respected across the value chain. We select our business partners carefully and collaborate only with those who conduct business ethically and responsibly and share our values. Suominen expects that all its suppliers respect and promote human rights and comply with Suominen's Supplier Code of Conduct.

Suominen may request its suppliers to verify their compliance with the Supplier Code of Conduct through a self-assessment questionnaire, third-party assessment, and/or on-site audit. Suppliers are expected to reasonably cooperate with any such requests and audits. In case Suominen finds that a supplier is in breach of the Supplier Code of Conduct, the Supplier is required to take immediate corrective actions to remedy the breach. Where in Suominen's reasonable judgment non-compliance is severe or corrective actions are not sufficiently or timely implemented, Suominen has the right, without limiting any other remedy or right it may

have, to suspend or terminate its contract with the supplier and/or to exclude the supplier from any future tender process.

## **9. Remedy and grievance**

We are committed to taking appropriate action to remediate situations where our activities have caused or contributed to an adverse human rights impact. We have an established and well communicated grievance mechanism in place, the SpeakUp Line, for our employees. It is operated by an independent third party and is accessible anonymously via phone and/or web in our local languages. Our SpeakUp Policy includes detailed instructions on the reporting process and is available internally on our global intranet in all our languages. All reports are sent to the Compliance Officers and are treated confidentially. Retaliation in respect of reports made in good faith is strictly prohibited.

We also encourage our suppliers and their employees to report us any misconduct and violations of law or the Supplier Code of Conduct that relate to or may impact Suominen. The Supplier Code of Conduct includes instructions on the reporting.

## **10. Further information**

Any questions regarding this Policy are to be raised with SVP, HR & Legal.

## **11. Validity**

This Policy has been approved by the CEO on June 7, 2023 and enters into force on the same date.

### **Primary references**

Code of Conduct  
Supplier Code of Conduct

**Revision history**

<b>Version number</b>	<b>Amendment date</b>	<b>Key amendments</b>
1.0	n/a	Original version