

1.11.2024



FINAVIA OYJ SUPPLIER CODE OF CONDUCT

Finavia Oyj is a state owned airport company which operates national airport network in Finland. Finavia Oyj and its group companies (together, "Finavia") provide air traffic services to airlines and passengers. Finavia group companies include, but are not limited to, Airpro Oy and RTG Ground Handling Oy, which produce ground handling and passenger services. This code of conduct is applied to all procurement in Finavia group of companies.

Finavia is committed to sustainability, high standards of business ethics and integrity.

The purpose of this Supplier Code of Conduct is to define the minimum sustainability and corporate responsibility requirements placed on Finavia's suppliers. The supplier is expected to comply with the requirements set out in this Code of Conduct, which Finavia also adheres to. In addition, Finavia and the supplier may agree on further standards in supply agreements.

The Supplier Code of Conduct is based on the ten principles of the United Nations Global Compact. (www.unglobalcompact.org).

BUSINESS PRINCIPLES

Legal compliance

Finavia's suppliers shall comply with all the applicable laws and regulations in all locations where they conduct business.

In addition to complying with all applicable legal and regulatory requirements, Finavia's suppliers shall act in accordance with high standards of business ethics. Suppliers agree not to disclose confidential information concerning Finavia or its business partners and customers. When allowed under applicable agreements, suppliers shall only issue accurate and relevant financial and other information on Finavia's business operations.

Fair competition

The suppliers shall compete in fair manner in compliance with applicable competition laws and regulations and shall not enter into any agreements with its competitors to agree on prices or to restrict the availability of products.

Conflicts of interest

The supplier should avoid any interaction with Finavia employees that may conflict, or appear to conflict with that employee's duty to act in the best interest of Finavia.

The supplier must inform if a Finavia employee or his/her immediate family member holds a material financial or other interest in the supplier. The supplier must also inform Finavia if a Finavia employee of his/her immediate family member holds a managerial position at the supplier, or works for the supplier and such employment creates a conflict of interest.

Anti-corruption

The highest standards of integrity are to be expected in all business interactions. Any form of corruption, including improper offers for payments to or from employees or organizations, is prohibited.

Trade sanctions compliance

Finavia requires that the supplier is not subject to any sanctions imposed by the authorities, the UN or the EU, and that our suppliers comply with all applicable laws and regulations.

The supplier must immediately notify Finavia if it is or is about to be a subject to trade sanctions compliance investigation.

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HUMAN RIGHTS AND LABOR STANDARDS**Human Rights**

Finavia's suppliers shall support and respect internationally proclaimed human rights. Finavia's suppliers shall make sure that they are not engaged in human rights abuses.

Freedom of association

Finavia's suppliers shall recognize and respect employees' freedom of association and their right to freely choose their representatives which shall meet the minimum code of ethics. The suppliers shall also recognize employees' right to collective bargaining.

Forced labor

Forced labour of any form is forbidden. This shall also include modern slavery, human trafficking and bonded labour.

Employment conditions

Finavia's suppliers shall ensure that their employees understand their terms of employment.

Pay and terms shall be fair and reasonable and comply at a minimum with national laws. Working hours comply with national laws.

Child labor

The Supplier is prohibited from using workers under the minimum legal age of employment in the jurisdiction where work is performed on behalf of Finavia.

Harassment

The personal dignity, privacy and personal rights of every individual have to be respected.

Employees shall not be subject to corporal punishment or to physical, sexual, psychological or verbal harassment or abuse.

Non-discrimination

All employees of the supplier, regardless of the race, nationality, social background, possible disability, sexual orientation, political or religious conviction as well as their gender or age, shall be treated strictly according to their abilities and qualifications in any employment decision, including but not limited to hiring, advancement, compensation, benefits, training, layoffs and termination.

Health and safety

The supplier is obliged to provide a safe and healthy working environment to prevent accidents and injury and, when applicable, provide safe and healthy residential facilities, with applicable local law as a minimum.

ENVIRONMENT

The supplier will comply with environmental legislation, regulations and standards applicable to their operations, and will observe environmentally conscious practices in all locations where they operate. Environmental burden shall be minimized and performance also in respect of environmental matters shall be improved continuously.

Suppliers are encouraged to implement their own management systems according to international environmental standards to meet these requirements.

Product Safety

All products and services must meet the quality and safety criteria specified in relevant contract elements and meet all applicable legislative requirements. The supplier must manage the hygiene and product safety risks throughout the entire supply chain.

Supplier must ensure that delivered products, if used as intended, are safe for people and the environment.

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Supply Chain

The supplier shall ensure – to the extent feasible to the products and services it delivers - that all its sub-suppliers recognize and respect the requirements of this Code of Conduct or align to its principles as appropriate.

REPORTING OF INCIDENTS

Suppliers shall report any incident or behavior considered to be in breach of this conduct back to Finavia.

Finavia may periodically conduct supplier audits to ensure the compliance of this Code of Conduct.