

# Supplier Code of Conduct

## INTRODUCTION

At Latvijas Finieris Group, we highly value long-term relations with our business partners based on the principles of responsiveness, honesty and trust. Good governance, competition and the principles of mutual behaviour and treatment are reflected in our value of “respect”, which is the foundation of our internal culture.

This Supplier Code of Conduct (hereafter referred to as the Code of Conduct) sets out what we as a company value in our suppliers, how we operate and what we stand for. The Supplier Code of Conduct is based on the Code of Conduct of Latvijas Finieris Group. We expect all our employees and suppliers, as well as other business partners, to adhere to the same high standards and ethical behaviour.

The provisions of this Code of Conduct are an essential part of mutual cooperation. We trust that our suppliers and other business partners will, like us, commit to the principles set out here, and will progressively implement and integrate them into their business relations with their business partners.

We encourage an open dialogue with our suppliers and are open to working together to foster a more responsible business environment where we all operate.

A supplier of Latvijas Finieris Group is a natural or legal person who supplies or otherwise provides goods and/or services to the Group companies or provides goods and/or services on behalf of the Group companies, as well as the supplier's own subcontractors and contractors.

Principles that we encourage our suppliers to follow in their operations:

## RESPONSIBLE BUSINESS

Supplier:

- complies with all applicable international and national laws and regulations, including binding requirements governing the movement of goods;
- ensures compliance with all legislation of the Republic of Latvia and the European Union on sanctions regimes, as well as guidelines and enforcement practices in this area;
- ensures the payment of taxes and equivalent charges as required by law;

- ensures that its representatives do not engage in money laundering activities, comply with the relevant legislation and duly fulfil their reporting obligations in appropriate situations;
- complies with all applicable competition laws and regulations and does not engage in practices that restrict competition, and takes legal action in the event of unauthorised practices;
- observes zero tolerance towards any bribery and corruption, fraudulent, secret, anti-competitive or coercive practices of any kind;
- avoids situations where a conflict of interest exists, immediately informing Latvijas Finieris of a potential or existing conflict of interest in relations with Latvijas Finieris Group companies;
- identifies and uses, to the extent possible, only raw materials of known origin;
- complies with the applicable legislation governing data protection and the processing and confidentiality of personal data, adequately protects the information in its possession, defined by us as confidential and sensitive, and ensures the protection of the data in its possession;
- before starting cooperation with new partners, verifies compliance with this Code of Conduct;
- communicates openly, honestly and correctly, using verified information, respecting different opinions, and providing truthful, verified and high-quality information upon the request of Latvijas Finieris.

## **RESPONSIBILITY FOR THE ENVIRONMENT**

### **Supplier:**

- complies with effective laws and regulations, standards and other specific requirements of environmental protection applicable to its activities;
- obtains, maintains and renews all necessary environmental permits;
- the manufacturing supplier aims to reduce its negative impact on the environment and natural resources. For example (if applicable):
- strives to reduce the amount of all types of waste that can be recycled or reused where possible;
- accordingly manages hazardous and chemical waste, ensuring its safe handling, transfer, storage, use, recycling or reuse, and disposal;
- identifies resource consumption and uses resources efficiently;
- is interested in the opportunities offered by the circular economy;
- educates and develops its understanding of greenhouse gas (GHG) emissions management, progressively introducing such into its operations.

## **HUMAN RIGHTS AND LABOUR LAW**

Supplier:

- in its actions, respects internationally recognised human rights, as declared in the United Nations (UN) Universal Declaration of Human Rights and the International Labour Organisation (ILO) Labour Standards, and ensures that the supplier is not complicit in violations of human rights;
- ensures that all its employees have employment agreements;
- complies with applicable working time legislation and ensures fair remuneration for all its employees;
- does not use child labour at any stage of production and this applies to any person below the minimum age for employment in the country in which the Supplier operates;
- does not use any form of forced or compulsory labour, including forced overtime, debt bondage, human trafficking, physical slavery, and ensures the right of workers to quit upon notice. Ensures that employees have free access to their workplaces and the ability to leave them;
- ensures equal treatment in the workplace and does not impose any discriminatory practices based on age, physical impairment or disability, gender, sexual orientation, race, religion or other similar factors;
- respects workers' fundamental rights to freedom of association, to form and join trade unions of their own free choice, and to conclude collective bargaining agreements.

## **LABOUR PROTECTION**

Supplier:

- provides its employees, visitors, temporary workers, and contractors with safe and healthy working conditions that meet or exceed applicable occupational safety and health standards, as well as performs ongoing occupational safety training and introduces the risks of the working environment;
- when in the territory of Latvijas Finieris companies (visiting or working therein), observes the internal rules of procedure and binding instructions of the particular company;
- informs the representatives of Latvijas Finieris of any incidents, safety observations, near misses and accidents that have occurred on the territories and premises of Latvijas Finieris.

## MONITORING

Latvijas Finieris expects its suppliers to comply with all legal obligations arising from legal and regulatory acts.

We encourage our suppliers to read the principles described in this Code of Conduct, assess their compliance with them and strive for increasingly responsible solutions in their own operations. We are open to discussions regarding the principles described in the Code of Conduct, their understanding and application.

If Latvijas Finieris suspects that a business partner does not comply with the principles set out in the Supplier Code of Conduct, it may approach the supplier, requesting additional information, inviting it to a discussion, or agreeing to involve a third party in the conformity assessment. At regular intervals, Latvijas Finieris may amend the Supplier Code of Conduct. The latest version of the document is available on the Latvijas Finieris website.

## REPORTING

If a supplier or any other business partner perceives or suspects a violation of the principles set out in the Code of Conduct of Latvijas Finieris and the Supplier Code of Conduct, as well as if any employee of Latvijas Finieris acts contrary to our own principles of conduct and ethics, please report your concerns to [trauksme@finieris.lv](mailto:trauksme@finieris.lv). The identity of the informant is protected and not disclosed. More information is available on the website of Latvijas Finieris.

*Approved by AS Latvijas Finieris  
Executive Board on 17.06.2025.  
Supervisory Board on 01.07.2025.*