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## 1 Introduction

RCO Group (referred to below as RCO) wishes to be a responsible employer. Our operations must create added value for our customers, employees and suppliers by means of our active work, in a sustainable way, on sustainable solutions and products. Operations must be managed with respect and consideration for human rights, for human health and safety, and for the environment. It is the responsibility of both employees and the management to ensure compliance with this Code of Conduct. The Code provides RCO with guidance on how we should behave in various situations. It protects us and shows where the line is to be drawn between appropriate and inappropriate behaviour. Everyone is encouraged and expected to report any deviations from this Code of Conduct.

The Code of Conduct provides ethical guidelines for how we should behave within the RCO Group and is based on our values, RCO Core. Our culture is characterised by respect for one another and cooperation, and we trust everyone to do their best. Within the company, it is important to be innovative, take the initiative, and be open to change while keeping our promises. We work smartly, efficiently and with consideration for ourselves and the world around us. We think about the long term and safeguard our resources and a balance in life.

RCO must always strive to comply with this Code of Conduct. This means respecting our employees, consultants, customers and suppliers, while also ensuring that they too comply with the Code. Deviations must be reported to the CEO and CHRO.

The Code of Conduct does not replace legislation. If any part of the Code conflicts with legislation, it is the legislation that takes precedence.

The Group Leadership Team conducts a review of our Code of Conduct once a year.

## 2 Basic laws and regulations

- RCO must respect laws and regulations regardless of where operations are being conducted.
- RCO must respect fundamental human rights and international labour standards as set out in the UN Declaration of Human Rights and in the core conventions of the International Labour Organization (ILO).

This means, for example, that:

- RCO does not tolerate child labour in any form. Unless local legislation provides for a higher age limit, a person may not be employed by the company unless they have reached the age of completion of compulsory basic education or are at least 15 years old (or 14 years old if national law so permits).
- RCO does not accept forced or involuntary labour. This applies to both slave labour and forced labour in prison or labour in general against someone's will or own choice.
- RCO recruits and treats its employees in a way that is non-discriminatory on the basis of gender, race, religion, age, disability, sexual orientation, nationality, political opinion, trade union membership, social or ethnic origin.
- RCO values diversity and promotes fair treatment and equal conditions in recruitment, pay, training and promotion of employees, regardless of ethnic origin, religion, political opinion, gender, age, nationality, sexual orientation, marital status, or disability.
- No employee of RCO may be subject to corporal punishment or physical, sexual, psychological or verbal harassment, or abuse.
- RCO respects the rights of employees to unionise. Therefore, all employees are entitled to exercise their legal right to form, join or refrain from joining trade unions. Consequently it is not acceptable for disciplinary or discriminatory measures to be taken against workers who organise themselves or join an organisation in order to peacefully protect their rights.

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### 3 Health and work environment

RCO is committed to ensuring that employees and others who are present on our premises have a safe and healthy work environment. RCO must take appropriate measures to prevent workplace accidents and work-related illnesses. We pay attention to our work environment and immediately report risky situations. Working conditions, working hours and pay for minors with the right to perform certain work must be age appropriate. There must be a healthy work-life balance for all employees.

### 4 Relationships with business partners

We inform our suppliers and business partners about the Code of Conduct. RCO is a participant of the United Nations Global Compact and has a responsibility to promote the UN's 17 Sustainable Development Goals and to promote the ten principles linked to international conventions on human rights, labour law, the environment and anti-corruption. RCO expects our suppliers and business partners to have a Code of Conduct themselves and in turn ensure that their suppliers have and comply with a Code of Conduct based on the 10 principles. Respecting human rights and eliminating discrimination is a matter of course, and we expect our subcontractors to do the same. As part of RCO's follow-up on suppliers, RCO reserves the right to check suppliers and subcontractors' compliance with this Code of Conduct.

RCO's contacts with business partners must be characterised by impartiality and comply with good business practice. We are committed to good business ethics and always strive for long-term and trusting relationships.

RCO guarantees the privacy of our business partners with respect to trade secrets and any other confidential business-related information to which we gain access in the course of our business.

RCO must not offer business partners any rewards or benefits in general. In our business relationships, we must fight bribery, corruption, blackmail and other things that have nothing to do with the business. Instead, we must sell and deliver products that we proudly support and can sell in a commercially correct way.

Nor may RCO's employees accept gifts or compensation from outsiders as part of a business relationship.

When receiving a gift, it is important to always ask yourself the questions:

- Is this a benefit and why is it being offered to me?
- Is there a connection between the benefit and the performance of my duties?
- What is the nature of the benefit and what is it worth?

### 5 Environment

RCO must be a responsible company with regard to environmental issues and must strive to reduce the impact of its own operations on the environment.

We must think about preserving the environment by choosing the right suppliers who can produce and operate in a sustainable way. In line with increased environmental requirements and in collaboration with our stakeholders, we must develop our products and solutions.

Products and materials that may pose environmental and health risks must be avoided. RCO actively focuses on the areas where the business has the greatest environmental impact from an environmental perspective and works to phase out harmful and environmentally hazardous substances and materials, increase resource efficiency and reduce our climate impact at all stages.