

# Fincoat Oy Code of Conduct

## 1. Purpose and Scope

This Code of Conduct outlines the ethical principles and behavioral standards expected of all employees, contractors, suppliers, and partners of Fincoat Oy. It applies across all operations, locations, and interactions—internal and external.

## 2. Core Values

- Integrity: We act honestly, transparently, and ethically in all business dealings.
- Quality: We strive for excellence in our products, services, and customer relationships.
- Safety: We prioritize the health and safety of our employees, clients, and communities.
- Sustainability: We commit to environmentally responsible practices and continuous improvement.
- Respect: We treat everyone with dignity, fairness, and professionalism.

## 3. Workplace Conduct

- Maintain a respectful, inclusive, and harassment-free environment.
- Uphold non-discrimination regardless of gender, age, ethnicity, religion, disability, or orientation.
- Foster collaboration, accountability, and open communication.

## 4. Health, Safety & Environment

- Follow all safety protocols and report hazards immediately.
- Use protective equipment and maintain clean, organized workspaces.
- Minimize environmental impact through responsible waste management and energy use.

## 5. Business Ethics

- Avoid conflicts of interest and disclose any potential concerns.
- Never offer or accept bribes or unethical incentives.
- Protect confidential information and intellectual property.

## 6. Compliance & Legal Responsibility

- Adhere to all applicable laws, regulations, and industry standards.
- Cooperate with audits, inspections, and investigations.
- Report violations or misconduct through appropriate channels.

## 7. Customer & Supplier Relations

- Treat clients and suppliers with fairness and professionalism.
- Deliver on commitments and communicate transparently.
- Choose partners who share our ethical standards.

## **8. Use of Company Resources**

- Use company assets responsibly and only for authorized purposes.
- Avoid misuse of tools, vehicles, IT systems, and financial resources.
- Safeguard data and respect digital security protocols.

## **9. Reporting & Accountability**

- Speak up about unethical behavior without fear of retaliation.
- Use designated reporting channels (e.g., supervisor, HR, anonymous hotline).
- Violations may result in disciplinary action, including termination or legal consequences.

## **10. Commitment to Continuous Improvement**

- Participate in training and development programs.
- Contribute ideas for improving safety, efficiency, and sustainability.
- Embrace innovation and adaptability in a changing industry.