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# Ework Group Code of Conduct for Suppliers

## 1. Introduction

Ework Group is committed to conduct every aspect of its business with integrity. Ework Group’s vision, mission and core values demand collaboration throughout the value chain. This involves behaving ethically, complying with the rule of law, and adhering to the various elements of our Code of Conduct and company policies. As part of its overall sustainability agenda, Ework Group is a signatory to the United Nations Global Compact and is committed to working with stakeholders to ensure continuous improvements in the areas of human rights, labour standards and environment, and to work against all forms of corruption.

This Ework Group Code of Conduct for Suppliers (“Supplier Code”) sets mandatory requirements for all suppliers and their sub-suppliers (“Suppliers”) that enter into any agreement with Ework Group. It reflects the requirements of our own Code of Conduct, our participation in the United Nations Global Compact and our broader sustainability commitments. In addition to compliance with all relevant laws and regulations, Ework Group encourages all of its Suppliers to go beyond the Supplier Code requirements and strive for continuous improvement across all of the areas it encompasses.

## 2. Human rights and labour standards

Suppliers shall support and respect the protection of internationally proclaimed human rights and must not be complicit in any form of human rights abuse.

Suppliers must;

- Provide their employees with a safe and healthy working environment.
- In addition to complying with applicable laws, comply with relevant industry standards on working hours. Suppliers must provide rest days and ensure that any overtime is properly compensated.
- Compensate workers in a way that meets or exceeds minimum local standards and in an amount that is sufficient to meet basic human needs in the applicable community.
- As legally permitted, allow workers to freely associate with others, form, and join organizations of their choice, and bargain collectively.
- Not tolerate any form of discrimination during recruitment or employment. This includes, but is not limited to, discrimination on the basis of race, ethnicity, religion, age, sex, marital status or sexual orientation in its workplace.
- Treat all employees equal and provide equal employment conditions, including but not limited to compensation, competence development, parenting.
- Not use any form of forced labour. All labour must be voluntary.
- Not engage in or support trafficking of human beings or any form of slavery.
- Not use child labour. No persons may be employed or engaged in any work if they are below the legal working age.

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### 3. Environmental protection

Suppliers must operate in an environmentally sound manner and be willing to minimize environmental impacts within their reach. This includes but is not limited to;

- Encourage use of transportation with the least possible impact on the environment
- Invest in digital solutions to reduce need for business travel
- Implement digital solutions to reduce paper consumption
- Inspire to reduce energy consumption
- Include consideration of environmental aspects in business operations as well as in collaboration with customers, suppliers and partners

### 4. Anti-Corruption

Suppliers must not, in the conduct of their business, tolerate or engage in fraudulent activities or corruption. This includes but is not limited to offer, pay, request or accept any form of bribe.

### 5. Anti-Money laundering

Suppliers must firmly oppose to all forms of money laundering and take steps to prevent financial transactions from being used by others to launder money.

### 6. Sanctions

Suppliers must adhere to all applicable sanctions imposed by multinational bodies. In addition, it is strictly prohibited to conduct any business with persons or companies listed in sanction lists.

### 7. Right to audit and termination

Ework Group reserves the right to verify that Suppliers are in compliance with this Supplier Code through assessments and/or audits, where third parties may be used. Ework Group reserves the right to immediately terminate any and all agreements with a Supplier found to be in violation of any applicable law, or in breach of any of the requirements of this Supplier Code, without incurring any liability towards the Supplier. In the event of any potential violation or violation of this Supplier Code, Supplier shall immediately notify Ework Group in writing.

### 8. Obligations

The obligations under this Supplier Code are in addition to the Suppliers' other obligations pursuant to any purchase or other agreement in place between Ework Group and/or any member of its Group and the Supplier. These obligations shall continue in force in respect of any deliveries from the Supplier to Ework Group.