



# Code of Conduct for Estanc Employees and Partners

Estanc's mission is to provide unparalleled engineering and manufacturing services in process technology, thereby contributing to a better quality of life and playing a role in building a sustainable world. We have created this Code of Conduct to help us live out our mission with integrity and take responsibility for our words and actions.

The Code of Conduct is intended for Estanc employees and partners. It outlines our values and behavioral standards that we as a company are committed to upholding every day, and that we expect our employees and partners to follow. These principles are an integral part of all agreements between Estanc, its employees, and suppliers.

By following this agreement together, we act responsibly and contribute to creating a cleaner and healthier environment—for ourselves and for future generations.

The Code of Conduct is based on  
Estanc's core values:

**PEOPLE**

**PURPOSE**

**PROCESS**

**PASSION**

# PEOPLE

**We value people and relationships. We promote diversity and an inclusive culture where every employee is treated equally and with respect. We hire and treat employees without discrimination based on gender, age, nationality, religion, sexual orientation, or disability. Discrimination, harassment, and bullying in the workplace are not tolerated.**

## **Principles:**

- We respect human rights and diversity and do not tolerate forced labor, human trafficking, or mistreatment of workers. We treat everyone equally and fairly, and support employee well-being and work-life balance.
- We do not use or support child labor.
- We value cultural, national, and ethnic diversity, believing that differences enrich our workplace and help create a more creative, fair, and strong organization.
- We protect employee and customer personal data and ensure data is handled in accordance with applicable data protection laws and our privacy policy.
- We recognize each other's achievements and welcome feedback.
- Clear procedures and channels are established for resolving conflicts.

## **Personal relationships at work:**

Personal relationships may develop between employees but must not affect work-related decisions or behavior. Employees must not be involved in decisions concerning hiring, promotion, or working conditions of close relations. Personal relationships must not compromise professionalism or include intimate behavior during working hours. Any relationship that could lead to a conflict of interest must be reported to a direct manager or HR immediately to make appropriate adjustments.

# PURPOSE

**We are guided by a clear purpose—to support sustainable development and create valuable products that contribute to a more sustainable society. We act honestly, transparently, and in compliance with the law.**

## **Principles:**

- We do everything we can to minimize our environmental impact and comply with relevant environmental laws and regulations. We strive to offer sustainable solutions in both our products and daily operations.
- We do not tolerate corruption, bribery, or conflicts of interest.
- We contribute our expertise to support the development of our industry and the wider business environment.
- We initiate dialogue on important topics within our industry, the business sector, and society at large.
- We participate in sustainability initiatives and support only community projects aligned with our sustainability principles.

# PROCESS

Our products are part of a larger process, which is a key input for us. We believe in process-based project execution that supports goal achievement. Company development is a process. Customer relationships are a process. Career growth is a process.

## Principles:

- We are committed to a safe and healthy working environment where everyone's contribution matters. All employees and partners have access to mandatory safety training to ensure their knowledge and skills meet current safety standards.
- Clear procedures are in place for reporting hazards and incidents. Root causes are investigated, and corrective actions are implemented.
- We protect intellectual property and handle data responsibly.
- We use environmentally friendly technologies and avoid hazardous substances.
- We focus on the actual needs of customers, delivering quality and safe products.

# PASSION

We love what we do. We are dedicated and we care. This is something we feel collectively—and our clients feel it too. Sustainability and responsibility are integral to our operations, guiding every decision and our commitment to societal and environmental well-being.

## Principles:

- We participate in social and charitable initiatives aligned with our values.
- We continuously contribute to environmental protection and improve waste sorting.
- We promote green thinking and avoid waste.
- We support innovation and product development that contribute to a sustainable society.
- We align our goals and activities with the UN Sustainable Development Goals (SDGs).
- We evaluate the full social and environmental impact of our supply chain and partners, address shortcomings, and do not tolerate significant or sustained negative impacts.
- We use resources efficiently and avoid wasteful activities.
- We avoid greenwashing—our statements must always be backed by real action and impact.

## Obligations for Suppliers and Partners

Our company works only with suppliers and service providers who share our ethical, social, and environmental values.

### Suppliers are expected to:

- Not to use child labor or forced labor.
- Comply with all applicable local and international labor laws.
- Treat their employees with dignity, honesty, and fairness.
- Respect employee diversity and ensure equal opportunities regardless of gender, race, religion, nationality, or sexual orientation.
- Protect the environment and comply with relevant laws.
- Be responsible for the quality of their products and services, and ensure they comply with all applicable laws and regulations
- Not engage in or tolerate corrupt practices.
- Behave ethically and in accordance with our cooperation principles.
- Respect the confidentiality of our company and customers. All data obtained through cooperation with us must be kept confidential and not used for any other purpose without our consent.
- Avoid conflicts of interest that may affect their decisions or actions when working with us. Any conflicts must be reported immediately, and steps must be taken to resolve them.
- Follow our Supplier Code of Conduct, the violation of which may result in termination of cooperation.

### What do we do if we observe non-compliance?

- We identify and report non-compliance with the Code. We respect those who report concerns. Conflicts between professional and personal interests must be resolved honestly and ethically.
- If you need help interpreting the Code or observe a serious violation, contact Estanc's management

### This Code of Conduct is based on the following international agreements and standards we endorse:

- UN Universal Declaration of Human Rights
- UN Guiding Principles on Business and Human Rights
- ILO Conventions
- UN Global Compact
- ISO 9001, ISO 14001, and ISO 45001 standards

**This Code of Conduct is reviewed annually or more frequently if required due to internal or external changes.**

