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At Alteams, we are committed to respecting and promoting internationally recognized labour and human rights in all our operations. This policy is based on the UN Universal Declaration of Human Rights and the Fundamental Principles and Rights at Work by International Labour Organization (ILO).

This policy applies to all our employees. Our commitment to respecting human rights is embedded in the Alteams Code of Conduct. We expect also our suppliers and other business partners to share this commitment. Our expectations for suppliers are outlined in Alteams Supplier Code of Conduct.

Equality and non-discrimination

We respect the right to non-discrimination based on gender, colour, race, ethnic origin, religion, health status, age, marital status, sexual orientation, gender identity, disability, pregnancy, political orientation, or any other differentiating characteristic.

Decisions related to employment, from recruitment to termination, are based on relevant and objective criteria. We strive to always select the most qualified and suitable person for the position. New and open positions are primarily communicated within the company. Whenever possible, priority will be given to those already working in the organisation when the criteria of competence and suitability are met.

Salary, working hours and holidays

We are committed to providing our employees with adequate and fair salary. Equal salary is provided for equal work, regardless of gender or other identity-related characteristics.

Salary and employee benefits are country-specific and affected by local legislation and collective agreements. Individual salaries are determined based on the demands of the position and personal performance. In addition, there are country-specific bonus schemes in place, based on unit performance, individual contributions, and local agreements.

Working hours are defined in accordance with national legislation and industry best practices, and employees are not required to work unreasonable hours. Overtime is voluntary and it is compensated in accordance with the law.

All employees are entitled to paid annual leave and sick leave, in accordance with national legislation. In addition, employees are entitled to parental leave as well as temporary unpaid leave for personal reasons.

Safe and healthy work environment

Safety and health is our top priority. We ensure that everyone working on our premises has a safe and healthy working environment, and we continuously improve our practices to uphold this standard.

Our goal is to promote employee health, work ability, and overall well-being through various means. In addition to the minimum requirements set by local legislation in different countries, we also offer other opportunities to promote wellbeing.

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Freedom of association and collective bargaining

In accordance with the ILO Declaration, we respect employees' right to freedom of association and collective bargaining. Where local laws do not allow the establishment of employee organizations, we seek to maintain open dialogue with employees through alternative means.

Competence development

We develop the skills and competences of our employees and provide opportunities for career advancement. Competence development is based on the company's strategic objectives, job requirements, and the employee's own goals and motivational factors.

Child and Forced Labor

We do not use or permit the use of child labour. A child is defined as any person under the age of 15. Young workers (aged 15-17) may only be employed in work that does not endanger their education, health, safety, or mental development.

We do not tolerate, under any circumstances, any form of involuntary labour such as forced labour, human trafficking, or any other situations where work is done without the voluntary consent of the employee.

Privacy

We respect everyone's right to privacy. We are committed to protecting the personal data of our employees, customers, and other stakeholders, and to processing such data responsibly, transparently, and in accordance with applicable data protection laws.

We conduct ongoing human rights due diligence to identify, assess, mitigate, and monitor actual and potential negative impacts on human rights within our operations and value chain. We carry out this work through various policies, processes, assessments, and audits.

We take seriously any potential situations that could be interpreted as violations of our labor and human rights commitments, whether they involve our own employees or other parties affected by our operations. Such concerns should be reported without delay to the Alteams Ethics Committee in accordance with the Alteams Whistleblowing Policy.

Alteams Management Team is responsible for this policy and its implementation. The policy will be updated regularly to ensure its validity and effectiveness.



Arto Lehtinen
 CEO
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