

FairWind

Code of Conduct *- Business Partners*



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Welcome to FairWind's Code of Conduct for Business Partners

At FairWind, we believe that success is not just about achieving financial goals. It is also about upholding ethical standards and conducting business with integrity. We value our business partners as an extension of our company and expect them to share our commitment to ethical and responsible business practices.

Our Code of Conduct for Business Partners outlines our values and the behavioral requirements we expect from all our business partners. By adhering to these standards, we can build a strong and mutually beneficial relationship that upholds ethical conduct and promotes transparency and accountability.

We understand that each business operates under its own unique circumstances and laws. Still, we expect all our business partners to comply with all applicable laws and regulations and conduct their business with the highest standards of ethics and integrity. We also expect our business partners to understand and respect FairWind's values and Code of Conduct and to ensure their employees and third-party representatives do the same.

By reading and understanding this Code of Conduct, you demonstrate your commitment to upholding FairWind's values and conducting business with integrity. We believe that a company's reputation is built on the foundation of its ethical conduct and that transparency and accountability are essential to maintaining that reputation.

Thank you for your commitment to our Code of Conduct and for your partnership with FairWind.

Sincerely,

*John Funch,
CEO of FairWind*

Introduction

In the fast-paced business world, success goes beyond offering great products or services. At FairWind, we are dedicated to cultivating strong and prosperous relationships with our valued business partners. We understand that our success centers around collaborative and mutually beneficial partnerships. To achieve this, we prioritize our commitment to our business partners and strive to create an environment that fosters trust, transparency, and long-term collaboration.

We firmly believe that the success of our business partnerships relies on effective communication, open dialogue, and active engagement. Our commitment extends beyond mere transactions and encompasses building meaningful connections that drive shared growth and prosperity.

We value the expertise, unique perspectives, and contributions that our business partners bring to the table, and we work together to find innovative solutions that meet goals and align with our shared values.

Transparency and integrity are the cornerstones of our interactions with our business partners. We adhere to the highest ethical standards, comply with applicable laws and regulations, and expect the same from our partners. We promote fairness, honesty, and accountability in all aspects of our partnership.

Furthermore, we recognize the importance of fostering a culture of continuous improvement. We encourage our business partners to share their insights, suggestions, and best practices to drive innovation, efficiency, and sustainability. Together, we can achieve greater success and address the evolving needs of our markets.

At FairWind, we are committed to nurturing long-term, mutually beneficial relationships with our business partners. We believe that by focusing on their success and providing a supportive and collaborative environment, we can achieve shared prosperity and realize our collective potential.

1. PRELIMINARY REMARK

1.1 *Understanding the Importance of Compliance*

As a valued business partner of FairWind, it is essential that we share a common understanding of the significance of compliance. Compliance entails adhering to and upholding all relevant laws, regulations, and standards that govern our business activities. It extends beyond mere legal obligations and encompasses ethical principles, industry-specific regulations, and contractual commitments.

By embracing compliance, we demonstrate our unwavering commitment to operating with integrity and upholding the highest standards of business conduct. It ensures a level playing field, fosters trust among stakeholders, and promotes a sustainable and responsible business environment.

1.2 *Shared Compliance Responsibility*

Compliance is a shared responsibility that extends to all our valued business partners. As partners in our mutual success, it is essential that we collectively uphold the principles of compliance in our daily operations.

By understanding, embracing, and adhering to the laws, regulations, and guidelines that govern our activities, we contribute to the achievement of FairWind's goals.

1.3 *The Code of Conduct Applies within Multiple Parameters*

This Code of Conduct (as well as FairWind's policies, rules, and procedures by reference) applies to all internal, external, national, and international matters, relations, and commercial scenarios. This Code of Conduct represents the minimum compliance standard for the activities of all business partners of FairWind. In any case, the applicable laws of the country or countries a matter, relation or business situation is connected or related to apply additionally and – to the extent they collide or deviate – precede this Code of Conduct.

2. COMPLIANCE WITH LAW

As valued business partners, we share a commitment to upholding the highest standards of integrity in our actions. FairWind and all our business partners have a steadfast obligation to comply with applicable laws and legal regulations. This principle of unwavering compliance extends to every facet of our operations.

By adhering to applicable laws and regulations, we collectively foster an environment built on trust, accountability, and ethical conduct. Compliance is the cornerstone of our partnership's success, and it is our shared responsibility to ensure that we operate within the bounds of the law.

3. ENVIRONMENT

At FairWind, we believe in protecting the environment and minimizing our environmental footprint. Therefore, we conduct ongoing measurements of our own consumption as well as CO2 emission. Environmental awareness is an inseparable part of our business and helps us understand the consequences of our activities on construction sites and identifies remedial solutions.

To ensure that our suppliers and business partners also adhere to these principles, FairWind has established several selection criteria. We conduct thorough assessments of our suppliers and business partners to verify their compliance with applicable laws and regulations and encourage them to adopt a proactive stance in continuously improving their environmental performance. This involves monitoring and reducing their environmental impact, conserving resources, and seeking innovative solutions.

4. ADHERENCE TO HUMAN RIGHTS

FairWind is a company that places a high emphasis on upholding and promoting human rights in all aspects of our operations. This commitment is based on the principles outlined in the Universal Declaration of Human Rights, which is a landmark document adopted by the United Nations that sets forth the fundamental rights and freedoms of all individuals.

In particular, FairWind is dedicated to combating modern forms of slavery, including child and forced labor, as well as labor that is facilitated by human trafficking. FairWind strongly opposes these practices and explicitly rejects any involvement with them in our supply chain and business partnerships.

To ensure that our suppliers and business partners also adhere to these principles, FairWind has established strict criteria for selection. We conduct thorough assessments of our suppliers and business partners to verify their compliance with human rights standards, including those related to modern slavery. FairWind actively seeks out and engages with suppliers and partners who share the commitment to human rights and who demonstrate responsible business practices.

By upholding international human rights standards and actively working to combat modern slavery, FairWind aims to create a positive impact on the global supply chain and contribute to the protection of human rights for all individuals, regardless of their background or circumstances.

4.1 *Discrimination & Harassment*

FairWind is committed to fostering a diverse and inclusive business environment where all individuals, including our business partners, are treated with respect and dignity. We strongly oppose discrimination in any form, including discrimination based on race, ethnic origin, gender, religion, ideology, disability, age, sexual identity, or any other personal characteristic.

As our business partner, we expect you to share our commitment to equal opportunities and to actively promote diversity and inclusivity within your own organization. We encourage you to adopt policies and practices that ensure fairness and non-discrimination in your recruitment, hiring, promotion, and retention processes.

FairWind has zero tolerance for harassment in any form, including sexual harassment, discrimination, bullying, or any behavior that creates a hostile or intimidating work environment. We expect our business partners to maintain clear guidelines and procedures for reporting and addressing incidents of harassment. Swift and appropriate action should be taken to investigate and resolve such situations.

4.2 *Freedom of Association and Collective Bargaining*

FairWind recognizes and supports the importance of open and constructive communication with our business partners and their representatives. We respect their right to organize and engage in collective bargaining to advocate for better working conditions, fair wages, and other employment-related matters.

We uphold the confidentiality of business partner communications and engagements related to collective bargaining. We strictly prohibit any form of retaliation or discrimination against employees or business partners for exercising their rights in this regard. FairWind is dedicated to resolving labor-related disputes in a fair, transparent, and constructive manner through open communication, negotiation, and dialogue.

Furthermore, we respect the rights of our suppliers and other business partners to engage in legitimate collective bargaining. We expect them to comply with applicable laws and regulations regarding freedom of association and collective bargaining. FairWind actively seeks to work with suppliers and business partners who

share our commitment to labor rights and fair employment practices. We engage in dialogue and negotiation with them to achieve mutually beneficial outcomes.

By promoting freedom of association and supporting collective bargaining, we strive to foster an environment of collaboration and respect throughout our business partnerships.

5. FAIR WORK

5.1 *Fair Working Conditions*

At FairWind, we prioritize fair working conditions not only within our own company but also in our relationships with business partners. We are committed to upholding all relevant laws, industry standards, and applicable collective agreements regarding working hours, rest periods, compensation, and benefits. We hold our suppliers to the same high standards. In cases where there are differences between local, national, and FairWind's standards, we always prioritize the higher standards to ensure the well-being and fair treatment of the workforce.

To fulfill our commitment, FairWind ensures the following:

- We guarantee that wages paid to employees meet or exceed the relevant national statutory minimum wages. In regions without minimum statutory wages, we adhere to trade or industry standards or collective bargaining agreements. If there are no established rates or conditions, FairWind ensures that wages and conditions are not lower than the general levels observed locally by comparable employers.
- We adhere to working hour limits set by law or applicable collective agreements to prevent excessive or unfair working hours for employees.
- We guarantee that our employees will receive a day off in accordance with the established local bargaining agreement, collective bargaining agreement, or applicable law.
- We offer social benefits that meet or exceed national or local legal requirements. In cases where there are no legal requirements, we ensure that benefits align with industry standards or applicable collective agreements.
- We provide employees with a wage statement that outlines their hours worked and the compensation rate, as required by law.
- We ensure that employees have the necessary visas, work permits, and other required documents to perform their work for FairWind. This compliance with legal requirements ensures the legality of their employment.

By maintaining fair working conditions throughout our business partnerships, we prioritize the welfare and rights of all individuals involved and contribute to a sustainable and responsible business ecosystem.

5.2 *Health and Safety at Work*

At FairWind, we prioritize the health and safety of all individuals involved in our business partnerships. We recognize that our employees, as well as our business partners, are essential assets to our success. As such, we place a special emphasis on occupational safety and incorporate it into all our business practices.

We encourage active participation from our business partners in identifying and communicating suggestions for improvement regarding health and safety to their supervisors. We believe that collaboration and open dialogue are vital in creating a safe working environment for everyone involved.

For detailed information on our approach to Quality, Health, Safety, and Environmental (QHSE) matters, please refer to FairWind's established QHSE Policy. This policy outlines our commitment to maintaining high standards of health and safety and serves as a guiding framework for our business partnerships.

5.3 *Alcohol, Smoking and Drug Abuse.*

Our company also stands for a safe, productive, and drug-free working environment. In the premises and on all sites of FairWind no one may be under the influence of illegal drugs, excessive alcohol, or other illegal substance. In case of breaches, a zero tolerance applies. Furthermore, smoking is prohibited at all FairWind offices and facilities.

5.4. *Drivers Code of Conduct*

At FairWind, we prioritize the safety of all individuals involved in our business partnerships, including drivers. To ensure safe driving behaviors, we have established a dedicated Driver Code of Conduct. This policy serves as a guide to promote safe and responsible driving practices and should be followed in addition to using common sense to mitigate risks while on the road.

The Driver Code of Conduct will be distributed to relevant personnel at operation sites and is a fundamental part of the rules and regulations for anyone driving a vehicle in FairWind activities. We expect all business partners to familiarize themselves with and adhere to the guidelines outlined in the Driver Code of Conduct.

By upholding the principles and practices outlined in the Driver Code of Conduct, we collectively strive to create a secure environment for all individuals associated

with our business partnerships and promote responsible driving practices throughout our operations.

6. FAIR AND FREE COMPETITION

At FairWind, we are committed to upholding fair competition and complying with applicable laws and regulations related to competition practices. It is essential that our business partners share this commitment and understand the importance of avoiding any measures that could lead to an unacceptable restriction of competition or violate legal regulations.

We strictly prohibit any agreements between companies, decisions by associations of companies, or concerted practices that aim to prevent, restrict, or distort competition.

By adhering to fair and free competition principles, we foster a level playing field, promote healthy market dynamics, and create an environment that benefits all stakeholders involved in our business partnerships. We expect our business partners to actively support and comply with these principles to ensure fair competition and ethical business practices.

6.1 *Anti-Trust*

FairWind is committed to adhering to the Anti-Trust laws and all of Group activities must be conducted strictly in accordance with Anti-Trust laws.

Breaches of Anti-Trust laws could have a significant impact on FairWind, including the loss of business and/or business opportunities as well as the ability to receive financing from third parties.

At FairWind, we work to prevent prohibition of anti-competitive practices. This includes behavior such as price-fixing, bid-rigging, and market allocation agreements.

Business partners that violate Anti-Trust laws face serious consequences and sanctions in their cooperation with FairWind.

7. BUSINESS RELATIONSHIPS

7.1 *Prohibition of Bribery, Corruption and Terrorist Financing*

At FairWind, we uphold the highest possible standards of ethical conduct, and we have a zero-tolerance policy towards any form of bribery, corruption, or involvement in dishonest practices. We firmly believe in conducting business with integ-

ity and fairness. Therefore, we strictly prohibit engaging in activities that seek to improperly influence business decisions or gain unfair advantages.

This prohibition extends to all individuals associated with FairWind, including business partners, contractors, and service providers. It is our expectation that everyone who works for or provides services to FairWind in any capacity complies with these principles.

Under no circumstances should any form of undue influence be exerted on public officials. This applies to all individuals who work for or provide services to FairWind. It is imperative to avoid any appearance of bribery attempts, even when obtaining official permits or conducting other business activities.

To provide clear guidelines, FairWind has established an Anti-Bribery and Corruption Policy that outlines the principles regarding the acceptance, offering, promising, and granting of gifts or invitations. These principles are based on widely accepted market standards and apply to all representatives associated with FairWind.

7.2 *Prevention of Money Laundering*

At FairWind, we are fully committed to fulfilling our obligations to prevent money laundering. This responsibility extends to all representatives associated with our business partners. It is crucial that every business partner maintains a high level of awareness and takes necessary precautions to avoid engaging in unusual financial transactions that could potentially be linked to money laundering.

These precautions apply not only to transactions involving cash but also to indirect transactions conducted through third parties, which may raise suspicions of money laundering. If any such suspicious cases arise, they must be promptly reported to our Compliance Officer or through our whistleblowing scheme.

Money laundering is a complex and challenging issue to tackle, and detection can be difficult. To assist our business partners in identifying and addressing these risks, we have developed a comprehensive Policy on the Prevention of Money Laundering & Terrorist Financing.

7.3 *Tax Compliance*

Tax compliance is a critical aspect of our business partnership. It involves meeting all possible legal obligations related to taxation, including the accurate and timely reporting, payment, and remittance of taxes. As our valued business partner, it is essential that you understand and commit to maintaining a high level of tax compliance in all jurisdictions where you operate.

We expect all our business partners to uphold the highest possible standards of tax compliance and integrity. Non-compliance with tax laws and regulations can have severe consequences, including financial penalties, termination of collaboration, reputational damage, and legal liabilities. It is your responsibility to actively assess and manage your tax compliance obligations in accordance with applicable laws and regulations.

By staying committed to applicable tax laws, we contribute to the reliability and trustworthiness of our business partnership.

8. CONFLICT OF INTEREST

At FairWind, we hold a strong commitment to maintaining the privacy of our business partners, respecting their personal matters outside of the workplace. However, it is crucial for all business partners to ensure a clear separation between their professional and private interests. Conflicts of interest have the potential to raise concerns regarding the integrity and professionalism of FairWind, and therefore, it is essential to identify and address them at an early stage.

Personal relationships with a business partner, such as those involving family members, must not influence or result in preferential treatment towards the business partner. Additionally, our professional positions should never be exploited for personal purposes.

If any potential conflict situations or doubts arise, it is our responsibility to promptly report them and work collaboratively with our supervisors or management to find appropriate resolutions. By doing so, we ensure that business decisions are made objectively, without bias, and in the best interests of FairWind.

9. BUSINESS AND TRADE SECRETS, ASSETS

9.1 *Protection of Confidential Company Information*

At FairWind, we recognize the critical importance of safeguarding trade secrets, confidential information, and valuable business assets. As a business partner of FairWind, it is essential that you uphold strict confidentiality obligations regarding any non-public information pertaining to FairWind, the business operations, and our collaborative partnerships. This includes but is not limited to significant intellectual assets such as patents, trade secrets, intellectual property, trademarks, research findings, and copyrights, as well as any contractual agreements or documents.

Confidentiality and the adherence to confidentiality obligations are integral parts of the contractual relationship between FairWind and our business partners. By engaging in business with FairWind, you commit to treating all sensitive information as strictly confidential and preventing unintentional disclosure.

9.2 *Protection of Company Assets*

FairWind recognizes the importance of safeguarding our company assets, and as a valued business partner, you share in this responsibility. Each of us must ensure the protection and responsible use of FairWind's assets to uphold their value and support our mutual business goals.

It is strictly prohibited to remove company assets from FairWind premises without proper authorization. All business partners are expected to use FairWind's assets exclusively for legitimate business purposes, in alignment with the agreed-upon scope of our partnership. This includes but is not limited to tangible assets such as equipment, machinery, vehicles, and supplies, as well as intangible assets such as software, proprietary information, and intellectual property.

10. DATA PROTECTION AND INFORMATION SECURITY

10.1 *Data Protection*

FairWind values the privacy and confidentiality of personal data belonging to our business partners. We understand that your data may be sensitive and must be handled with care and responsibility. We have implemented various technical and organizational measures to ensure the security and confidentiality of your data.

As a business partner of FairWind, we expect you to share our commitment to data protection. It is your responsibility to handle personal data in a manner that adheres to applicable data privacy regulations. You must respect and uphold the comprehensive rights of individuals whose data you collect, process, and use. By maintaining a high level of data privacy, we can foster trust and confidence in our business relationship.

10.2 *Information Security*

To ensure robust information security, FairWind implements appropriate and reasonable technical and organizational measures. These measures are designed to safeguard against unauthorized access, unauthorized or improper use, loss, and premature destruction of data.

As a business partner of FairWind, we expect you to share our dedication to information security. It is essential that you handle any data shared with you by

FairWind in a secure manner and only use it for authorized purposes. You should protect it from unauthorized access, prevent misuse, and take appropriate measures to prevent data loss or destruction.

11. COMPLIANCE WITH RULES OF BEHAVIOR

Our business partnership is based on the principles of trust, respect, and professionalism. As a valued partner, it is crucial that you adhere to the following rules of behavior:

- Treat all individuals with respect and fairness, refraining from any form of discrimination, harassment, or bullying.
- Conduct business with professionalism, honesty, and integrity, upholding the highest ethical standards.
- Maintain confidentiality and respect the privacy of sensitive information shared with you during our partnership.
- Resolve conflicts or disagreements in a constructive and respectful manner, fostering open communication and collaboration.
- Familiarize yourself with the relevant policies of FairWind and ensure compliance with them in all aspects of our partnership.
- Conduct business ethically, adhering to all applicable laws, regulations, and industry standards.
- Prioritize the health and safety of employees and stakeholders, complying with relevant health and safety regulations and standards.
- Consider the social and environmental impacts of your actions, supporting sustainable and responsible business practices.
- Promptly report any suspected violations or concerns related to our partnership, allowing for timely resolution and appropriate action.

Complying with these rules of behavior will contribute to a positive and productive working relationship, ensuring the mutual success and well-being of all parties involved.

12. THE WHISTLEBLOWING SCHEME AT FAIRWIND

Our dedicated whistleblowing scheme provides a method to report suspicions of severe misconduct, that is, actions that are not in line with our integrity and which may seriously harm individuals, our company, or the environment.

The whistleblowing scheme acts as an early warning system to reduce risks. It is a very important tool for the safeguarding of our high corporate governance standards and maintaining customer and public confidence in our operations. Any concern or issue that is reported will be treated seriously, fairly, and promptly. FairWind will handle enquiries discreetly and confidentially.

To make an anonymous whistleblowing reporting, follow these instructions:

- Go to the FairWind website: <https://fairwind.com/contact/> or the bottom page “Whistleblower” footer.
- Follow the link and the instructions in the dedicated report form for an easy and secure submission of your report.
- Several language options are available.

The report should describe the relevant information as precisely as possible. The report can be conducted in the written format or through a voice recording. A thorough guide to filling out a report as well as information about anonymity is available as part of the reporting platform.

Besides making the actual report, it is also possible for the whistleblower to see the status of their report.

For more information on FairWind's whistleblower setup, please review the Whistleblowing Policy.

When investigating a report, FairWind takes care to protect individuals who have made reports in good faith from harm of any kind. To this end, the confidentiality of the identity of the Whistleblower is always ensured so that no conclusions can be drawn about the person and no disadvantage is incurred if a report has been made.

For any questions regarding the Whistleblowing scheme, please contact our Data Protection Officer (DPO) & Compliance Officer:

13. CONCLUSION

Thank you for taking the time to review and familiarize yourself with our Code of Conduct for Business Partners. By adhering to these principles, we demonstrate our shared commitment to conducting business with integrity, responsibility, and respect.

At FairWind, we value the importance of maintaining strong partnerships based on trust, mutual benefit, and ethical behavior. By upholding the standards outlined in this Code of Conduct, we contribute to a positive and sustainable business environment.

Version	Date	Reason	Responsibility
1.0	09/06-2023	Full revision	DPO & CO and ESG team