



## **Olmar Finland Oy – Standard Supplier Requirements**

### 1. Introduction

Olmar Finland Oy, Olmar HaminaKotka Oy, Olmar Pori Oy and all of its subsidiaries operate at the Port of HaminaKotka, Port of Pori and in Nurmes, Finland. As a logistics operator, Olmar provides services and handles various materials and operates heavy machinery and equipment. These requirements apply to all suppliers and service providers working within the facilities of Olmar and any of its subsidiaries.

### 2. Compliance with Laws and Regulations

All suppliers are to adhere to all applicable laws and regulations and stay informed about any applicable changes. This also includes compliance with international sanctions and trade restrictions, and the ensurance that no transactions involve sanctioned entities or prohibited goods.

All suppliers are required to have or to obtain the necessary licenses and permits.

### 3. Health, Safety, Environment, and Quality (HSEQ)

Olmar's suppliers are to prioritize employee safety and well-being. They will follow Olmar's guidelines when being present at Olmar's operations, and have implemented their own safety protocols, risk assessments, and emergency response plans.

The suppliers are expected to minimize environmental impact. For this they will adhere to Olmar's waste management guidelines. Furthermore, they are expected to promote sustainable practices (e.g., biofuels, biodiversity preservation).

Suppliers are expected to have implemented policies for Quality Assurance, to maintain high-quality standards in services and products.

### 4. Security Measures

Adherence to facility security site regulations is required. This also includes access controls, surveillance, and perimeter security. Unauthorized entry needs to be prevented. Employees and contractors are expected to be screened, and insider threats are to be addressed.

### 5. Cybersecurity and Data Protection

All suppliers are expected to have implemented robust cybersecurity measures to safeguard sensitive information, as per good industry practices. A risk assessment is to be maintained covering cybersecurity, data protection, and personal data. They need to comply with data protection laws (e.g., GDPR).

### 6. Workplace Ethics and Employee Rights

Suppliers are expected to uphold employee rights. Examples are the preventing (and zero tolerance) of sexual harassment, child labour, forced labour, and human trafficking.

They are to ensure fair wages, reasonable working hours, and penalties for violations. Diversity and non-discrimination are to be promoted, and clear reporting channels are to be provided.



## 7. Conflict Minerals

Conflict minerals (e.g., tantalum, tin, tungsten, gold) from conflict zones are to be avoided, and due diligence needs to be conducted for mineral supply chains.

## 8. Remedies and Accountability

Suppliers must promptly report any violations of these requirements. Olmar will investigate and take appropriate action. Disputes are to be resolved through negotiation or mediation, where legal action is a last resort.

## 9. Contact Information

A list of contacts is maintained on [www.olmar.fi](http://www.olmar.fi).

These requirements are essential for maintaining ethical, safe, and sustainable operations. Suppliers are encouraged to familiarize themselves with these guidelines and actively contribute to Olmar's commitment to excellence.