

# Ethical guidelines

## Code of Business Conduct

### Purpose

The purpose of this document is to ensure that we operate in accordance with internationally recognized standards for the environment, labor and human rights, as well as anti-corruption and anti-money laundering.

Everyone at Appex, including owners, shareholders, employees, customers, suppliers, and partners, is expected to respect these commitments.

### General Business Ethics

- + We will not undertake tasks intended or designed to deceive in relation to social, environmental, and human rights issues.
- + At no time shall we violate general or specific competition rules, such as price collusion or illegal market sharing, or engage in any actions that breach competition laws.
- + Our goal is to conduct optimal and efficient procurement in terms of price, lifespan, quality, environmental impact, and local relevance, while adhering to national and international laws and regulations related to human and labor rights and the environment.
- + Our procurement policy is that Appex will conduct sustainability assessments for all acquisitions.
- + To fulfill our corporate responsibility and the value creation we stand for, we will collaborate with suppliers and service providers that align with our values, requirements, and standards.

### Environment & Climate

Appex is committed to being a responsible corporate citizen by working in the most sustainable and climate-friendly manner in our daily operations, both internally and commercially. We will continue efforts to make a





positive contribution to society and the environment by maintaining a high standard in our services and respecting human rights in our business.

## **Employee Rights, Human Rights, and HSE (Health, Safety, and Environment)**

We will respect the UN principles on fundamental human rights and decent working conditions in the production of goods and services, as well as ILO conventions and international and national laws on wages, working hours, and organizational rights. Basic human rights refer to internationally recognized human rights under the UN conventions on economic, social, and cultural rights (1966), civil and political rights (1966), and ILO's core conventions on fundamental rights and principles at work. Decent working conditions mean work that ensures basic human rights, health, environment, and safety in the workplace, providing a living wage.

### **Prohibition of Child Labor**

Appex shall not engage in child labor. The term refers to children under 15 years who are below the minimum age for completing compulsory schooling or below the legal employment age in the respective country. Employees under 18 years shall not perform work that may be harmful or dangerous to health, including night shifts and overtime.

### **Prohibition of Forced Labor**

Appex shall not engage in forced labor, slavery, or other forms of involuntary work. Mental and physical coercion, slavery, or human trafficking are prohibited.

### **Prohibition of Discrimination and Harassment**

We shall not discriminate against employees or others based on gender, age, ethnicity, religion, social affiliation, disabilities, sexual orientation, membership in trade unions, or political beliefs. Employees shall not be subjected to physical, mental, sexual, or verbal harassment, but treated fairly, with a focus on gender balance, diversity, and inclusion in the workforce.

### **Animal Welfare**

Appex commits to comply with current laws and regulations regarding animal welfare, strictly prohibiting any form of animal abuse.

## **HSE (Health, Safety, and Environment)**

We will always ensure that health, safety, and environment (HSE) work is systematic and ongoing. We shall not expose our employees to working conditions that may cause harm to life and health but ensure a workplace that is safe, pleasant, secure, and inclusive. We do not accept sexual harassment, discrimination, or any form of offensive behavior, including persistent exclusion or bullying of individuals through words or actions. All employees shall receive necessary safety equipment, training, and information tailored to the risks they may face in their work.





## Data Privacy

We will treat all information related to the company's business, employees, or customers as confidential. We shall comply with Norwegian and international rules for the storage of personal and confidential information and data handling, meeting GDPR requirements.

## Security

Appex shall always work to maintain a reasonable level of security.

## Financial Crime

Appex does not tolerate any form of corruption, money laundering, bribery, embezzlement, or collusion.

## Sustainable Resource Management

Appex commits to following current laws and regulations for the sustainable management of water and other natural resources. Any form of unauthorized or illegal acquisition of resources is prohibited.

