

INSTA, Ethical Principles

This document, Insta's Ethical Principles, is a summary of Insta's Code of Conduct and Policies, which is available in its entirety at www.insta.fi/en/en/. The Code of Conduct, approved by Insta's Board of Directors, defines our shared way of working and how we expect all Insta employees to operate in their daily work. Insta's Code of Conduct aims to promote sustainable development and good corporate citizenship.

Insta's goal is to increase the company's shareholder value, generate added value for customers, and act as a responsible employer. Every Insta employee must respect Insta's values and value system and encourage others to respect them, too.

Insta's common values are the foundation of everything we do; we provide great results from the outset, we keep our promises, we develop expertise and succeed together.

Every employee is expected to act responsibly, with integrity and honesty, and follow Insta's policies, values, and value system, and the practices and guidelines they entail and encourage others to follow them. The Code of Conduct describes how we conduct our business responsibly and ethically to achieve and maintain our customers' trust. It is also designed to help staff make the right decisions in their day-to-day work all around Insta operations.

The Code of Conduct defines the behavior required of Insta's personnel and Insta companies, as well as the behavior that is not tolerated. We are all responsible for adhering to our Code of Conduct in all our operations. The indifference of even a single Insta employee may put all our achievements at risk. By following this Code, we can create added value for our stakeholders, enjoy trust as an attractive, transparent, and professional business partner, and improve our appeal as an employer.

Insta also requires its business partners at different stages of the value chain to comply with the Code of Conduct and operating principles, as applicable.

COMPLIANCE WITH LAWS AND SOCIETAL RULES

Insta has made an uncompromising commitment to follow national and international laws and regulations, international agreements, and generally accepted corporate governance codes applicable to its operations. We want to be a good corporate citizen in all our operation areas and fulfill our public service obligations. We value openness and the integrity of the business, and we appreciate that operations that account for the economy, environment, and society as a whole form the basis of a sustainable business.

WORKING ENVIRONMENT

Insta aims to create and foster a working environment in which every employee is valued as an individual and in which everyone can make progress in their career according to their capabilities. Insta respects human dignity and human rights and does not accept any discrimination based on, for example, age, gender, race, sexual orientation, political opinion, religion, or any other factor. Insta's employment contracts and ways of working secure everyone an equal opportunity to succeed in their work, and Insta encourages its personnel to develop their professional skills.

Insta respects human rights as defined in the UN's Universal Declaration of Human Rights and the fundamental rights of employees as defined by the International Labour Organization. Insta also respects freedom of association and the right to collective bargaining in its own operations. At Insta, we

do not tolerate substance abuse in any form. We are committed to respecting the privacy of our employees and business associates and the confidentiality of personal data.

SAFETY

Insta's operations are based on reliability, which requires the uncompromising observation of safety aspects in all our operations. Insta bears responsibility for the safety of its customers and partners, as well as the environment, in relation to its operations. Insta is also responsible for safety aspects in its deliveries and services, in accordance with agreements. Insta is committed to providing a safe work environment and reducing risks that could cause accidents or impair employees' health and well-being.

The entire personnel is responsible for protecting themselves, their co-workers, workplace, community, and environment. Everyone must report shortcomings related to occupational health and safety and prevent any damage. All Insta employees are encouraged to report to their supervisor or their unit's person in charge of occupational safety any safety-related concerns that may impact Insta's employees or the users of Insta's products. Insta aims to offer a safe and inspiring working environment to its entire personnel. On the other hand, the personnel is obliged to carry out their jobs without compromising occupational health or safety.

ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

Insta's mission and values are based on responsibility and require a commitment to responsible business operations that account for people, society, and the environment, in addition to securing the company's continuity. Insta's Code of Conduct aims to promote sustainable development. Insta has an environmental system pursuant to the ISO 14000 standard and an environmental policy approved by the company's Board of Directors, which sets the goals for its environmental operations. We carry responsibility in accordance with our environmental system in our business operations and help our customers take care of the environment through optimized industrial processes and digitalization that enable smaller carbon foot- and handprints, for example.

INTELLECTUAL PROPERTY RIGHTS AND INFORMATION SECURITY

Any property of Insta may be used only for legitimate business purposes, and it must be protected from unauthorized use and losses. Under no circumstances may Insta's property be used for the seeking of personal gain or fraudulent purposes, or in any other way inappropriately. Insta's intellectual property rights – patents, software, and other material, expertise, and trade secrets protected by copyright, as well as product brands and trademarks – are counted among the company's most valuable assets.

Every Insta employee must ensure that Insta's property is appropriately protected. This includes intellectual property rights and confidential information. Correspondingly, Insta's employees must also respect the intellectual property rights of others and the confidentiality of their information and manage such information in accordance with valid laws and regulations, as well as contractual obligations.

Any processing of the personal data of an employee, customer, supplier, or another person that takes place as part of Insta's operations must always be legal, fair, and transparent in relation to the person in question. Personal data must be processed according to Insta's relevant rules and regulations and laws.

CONFLICTS OF INTEREST

Insta expects its employees, supervisors, and management to be loyal to Insta and to make business-related decisions responsibly and in line with Insta's interests. We work in Insta's best interest, using Insta's assets and resources for Insta's benefit and supporting the company's business needs. Insta's employees must immediately report any personal interests that can reasonably be seen to affect their

duties at Insta, or which can be perceived as inappropriate. Both at work and during our free time, we avoid activities that could have adverse effects on our duties at Insta or damage Insta's good reputation. Insta's employees must avoid conflicts of interest, i.e., situations in which their personal interest is or appears to conflict with Insta's interests.

CUSTOMERS AND FAIR COMPETITION

Insta's strategic starting point is to operate in a customer-oriented way. Every Insta employee must account for customer expectations and the creation of added value in their activities, taking into account commercial aspects. Insta treats its customers honestly and with long-term objectives in mind. Insta aims to guarantee business continuity and uninterrupted operations in all circumstances and participates in national activities promoting the security of supply.

We act honestly with our customers, suppliers, and other business partners. Insta treats its business partners professionally, fairly, and equitably, basing its operations on objective facts without pursuing employees' personal interests. Insta competes determinedly but fairly. Every Insta employee must avoid a conflict of interest. This means, among other things, receiving or giving hospitality that cannot be considered reasonable.

REPORTING OF BREACHES AND SANCTIONS

The compliance program is a crucial part of Insta's compliance measures and corporate culture. It aims to strengthen an environment that supports fairness, equality, respect, and integrity, in which everyone is expected to play their part without compromising principles. Accordingly, it is the responsibility of each Insta employee to adhere to ethical principles and good governance practices in their day-to-day work. The management is responsible for ensuring that everyone in the organization is made aware of both the content and spirit of this Code of Conduct, that it is understood, and that any failure to comply with it is addressed.

Insta has zero-tolerance for breaches of this Code of Conduct. Actions in breach of this Code, even those based on good intentions, may cause significant long-term damage to Insta's reputation and result in legal action against the company and its personnel.

Insta is committed to upholding a corporate culture in which employees can voice their concerns and report any activities suspected of being in breach of our policies without reservations. Insta aims to maintain the confidentiality of all communication related to breaches of this Code of Conduct. Insta does not tolerate any retaliatory measures against a person who reports activities in breach of this Code of Conduct in good faith. It is prohibited to prevent an employee from reporting a breach of this Code of Conduct, and any resistance to this prohibition may lead to disciplinary action. Every Insta employee is obligated to report possible breaches of this Code of Conduct to their own supervisor, the local HR administration, or Insta's compliance officer. Alternatively, employees can report such possible breaches online through the Insta Compliance channel, compliance@insta.fi, or using the following link, [Internal Whistle Blow](#). More detailed instructions and the contact details are available on the intranet.