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| Revision    | 1.0                          |
| Approved    | 4 March 2025                 |
| Approved by | Saimaa Group Management Team |

*This policy is reviewed annually by the Saimaa Group Management Team and updated when necessary.*

## Procurement policy

In Saimaa Group, the objective of the procurement policy is to ensure that the Group companies achieve their goals and have profitable business. Procurement is carried out both centrally and decentrally. Centralised procurement refers to services and products procured entirely centrally, or through procurement channels. Decentralised procurement refers to supplier and product selections made locally in the group companies.

In terms of external labour procurement, the group's procurement function centrally maps and assesses potential suppliers and draws up framework agreements. External labour refers to subcontractors and companies that offer temporary labour. In the Group companies, decisions to purchase external labour are made on the basis of a valid framework agreement.

A separately defined assessment procedure is used to select suitable labour suppliers as framework agreement partners. In order to verify the responsibilities and quality of suppliers, the operating conditions and performance level of framework agreement partners are continuously assessed in accordance with the assessment procedure.

We build long-term partnerships with suppliers, aiming to create the conditions for mutual success. Our selected partners share our responsibility principles and our approach to sustainable development, ethical principles and continuous improvement. We also combat the shadow economy by continuously monitoring the eligibility of our partners.

Regarding material procurement, purchasing decisions are made decentralized within the companies. When purchasing products and services, we emphasize energy efficiency and assess the life cycle impacts of our choices. As a responsible pioneer in the industry, we promote the transition towards carbon neutrality and favor products that can be reused or recycled after their intended use.

All centralized and decentralized procurement by Group companies follows the Group's common procurement policy, procurement lines and guidelines, and documented main principles.

## Main Principles of Our Procurement Policy

### Values

All procurement is based on the Group's values, which we also require our suppliers to commit to.

### Responsibility

Based on the principles of sustainable development, we proudly bear economic, social and environmental responsibility for our purchases.

### Safety

We prioritize occupational safety in our procurement and require it from our entire supply chain.

### Added value

The acquired products and services create added value and quality for the entire supply chain.

### Transparency

Procurement is carried out in accordance with applicable legislation, standards and the Group's ethical principles.

### Development

We are committed to using the most modern solutions in the industry and to continuously improve our operations.

### Sustainable partnership

We cherish long-term, high-quality partnerships and evaluate them regularly.

### Written agreement

To document the terms of our collaboration, we draw up up-to-date written agreements with our partners.

### Design and expertise

Our purchases are anticipated and planned, and made with sufficient and competent resources.