

SSE Group

Corporate Guidelines

Version 18.10.2024



"Let's grow together"



Entrepreneurial Culture

We encourage resilience, adaptability, and a mindset of continuous learning to create opportunities and new services and products.



Innovations

We foster a culture of innovation, where bold ideas are nurtured, refined, and brought to fruition through collaboration, determination.



Quick Decision Process

We prioritize a streamlined decision-making process within our organization, empowering us to swiftly respond to opportunities and challenges.



Passion

We embody passion as the driving force behind everything we do, igniting our determination to exceed expectations.



Teamwork

We work together to achieve our goals, respecting the strengths and weaknesses of everyone, and sharing the successes and challenges with each other.



Value-Added Services

We pride ourselves on delivering value-added services that go beyond expectations, enriching the experiences of our clients and partners.



Safety

We prioritize safety above all else, safeguarding the well-being of our employees and stakeholders as our foremost commitment.



Corporate Governance

Our mission is to bring these principles to life in our day-to-day operations and act as representatives of these values.

Conflicts of interest

The directors and managers of the SSE Group (**herein «the Group»**) and of each Group subsidiary take decisions in the best interest of the Group. They refrain from taking part in any deliberation or decision that creates a conflict between their personal interests and those of the Group or any subsidiary controlled by the Group.

Integrity and fairness

The business is conducted with all integrity and fairness, being transparent with regards to all transactions, making all the necessary disclosures and decisions, complying with all the laws of the land, accountability and responsibility towards the stakeholders and commitment to conducting business in an ethical manner.

Legal compliance

We obey the law and the legal system in every country where we are present and do business.

Reputation of the SSE Group

The respect of business integrity is essential to maintain the reputation of our Group. The reputation of our Group is our most precious property and is determined by our actions and by the way each of us presents and conducts himself / herself. Every employee does its very best to maintain and promote the good reputation of the Group.

Anti-Bribery and Anti-Corruption Policy

It is the policy of the Group to comply with all applicable anti-bribery and anti-corruption laws where the Group operates, and to accurately reflect all transactions in the Group books and records. It is also Group policy to require certain third-party intermediaries, agents, consultants, and business partners who work on Group behalf to comply with these same laws and practices.

Making actual payments or even offering business courtesies or anything else of value, such as gifts, entertainment, or other hospitality, to public officials, third parties or own employees may violate anti-corruption laws. Commercial bribery (not involving public officials) is also illegal in many countries. This Policy prohibits all commercial or public-sector bribery.

Group employees are prohibited from offering or paying bribes. They are also prohibited from providing any business courtesy or other thing of value for the purpose of rewarding a person for performing a function or activity that he or she is otherwise required to perform, or for inducing or rewarding the improper performance of a function or activity. For purposes of this Policy, outreach to and engagement with public, third parties or own employees for the purpose of advancing Group legitimate business interests is not considered improper, provided that such outreach or engagement complies with this Policy.



Fair competition

All employees conform to the rules of fair competition: the employees may not obtain competitive intelligence by using industrial espionage, bribery, theft, or electronic listening, or communicate knowingly false information about a competitor or its products or services.

Competition law

In the context of commercial relations with customers or competitors, it is imperative to respect the rules on competition law, in particular concerning price agreements (compliance with antitrust law / European antitrust policy (art.101/102) / Swiss antitrust law of 6th of October 1995).

Customer relationship

Every employee is fully aware of the importance of customer relationship. To guarantee a durable development, each communication with our customer has an optimal level of quality.

Environmental protection

Protecting the environment and conserving natural resources are high priorities for our Group. Through management leadership and employee commitment, the Group strives to conduct its operation in manner that is safe for the environment and continually improves environmental performance. All employees contribute to these goals through their own behavior.

Health and safety

Protecting the health and safety of employees in the workplace is a high priority for the Group. We take measures to prevent accidents and occupational diseases. All employees assist the Group to obtain a safe work environment to prevent accidents.

Principles on child labor

The Group does not tolerate the use of child or forced labor in any of its global operations and facilities and expect our suppliers and contractors with whom we do business to uphold the same standards. Should a pattern of violation of these principles become known to the Group and not be corrected, the business relationship shall be discontinued.

The Group supports temporary workplace internship and apprenticeship education programs for younger persons as well as customary seasonal employment so long as such persons are closely supervised and their morals, safety, health, and compulsory education are not compromised in any way.

Freedom of Association

Each employee has the right to freedom of peaceful assembly and to freedom of association at all levels, particularly in political, trade union and civic matters, which implies the right of everyone to form and to join trade unions for the protection of his or her interests.



Training of employees on corporate governance

The corporate governance rules are explained to all employees of the Group and repeated regularly. Specific trainings are organized from case to case for employees frequently in contact with public officials or third parties, particularly for compliance with Anti-Bribery and Anti-Corruption Policy described in this document.

Human Resources – Code of conduct

The group is committed to maintaining a healthy, safe, and productive work environment, in which all individuals are treated with respect and dignity. We create an environment where mistakes can be made and learned from. Our culture is open for diversity and inclusion and free from discrimination or harassment.

The Group does not accept any discrimination or differential of treatment in our organization, whether for reasons of race, nationality, skin colour, sexual identity, political, religious, or other conviction, gender, or age.

Especially, the group does not tolerate harassment of any kind, including sexual harassment, bullying or other behaviours that create a hostile work environment.

We are committed to upholding gender equality in personal and professional development, compensation or other.

Violations of these policies must be reported immediately to trusted parties and will be investigated with due diligence and handled based on local law.

Environmental, social, and governance (ESG)

The world is currently undergoing unprecedented developments with the aim of preserving our planet and its resources for future generations. The mining, construction and fine chemicals sectors are also called upon to play a key role in the success of this energy, ecological and ethical transition.

Over the years, the challenges of sustainable development have become an increasingly important concern for the SSE Group. In this respect, the Group has begun integrating social and environmental practices by certifying its industrial sites to the international ISO 14001 environmental management standard, and by developing a number of local initiatives for its employees and the communities surrounding our operations, and in 2024 the Group has inaugurated a major initiative named RESONANCE. This initiative is a significant step in the Group's commitment to ESG (Environmental, Social and Governance).

By uniting its efforts through this initiative, the Group commits to playing an active role in promoting the well-being of society and the environment, while fully embodying its purpose.

SSE Group Integrated Management System (IMS) Policy

The SSE Group responds proactively to the growing demands for exceptional quality, safety, and environmental management from its business partners, employees, shareholders, and the global community. The Group is dedicated to continuously enhancing



its Integrated Management System (IMS), which meets the rigorous standards of EN ISO 9001:2015, EN ISO 14001:2015, and ISO 45001:2018. This commitment not only ensures high levels of certification but also enhances the Group's reputation as pioneer in sustainable and safe business practices.

October 2024



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