

Code of Conduct of Finnpartnership

Finnpartnership holds human rights in high regard and conducts its business with a view to respect and promote internationally recognized human rights¹. We have the same expectations of any matchmaking counterpart². Finnpartnership expects matchmaking counterparts to adhere to the Human Rights Based Approach (HRBA) of The Finnish Ministry for Foreign Affairs of Finland (2015)³. At a minimum, this requires a basic human rights assessment to be carried out in order to be sufficiently aware of the human rights situation and to avoid any unintentional negative effects on the enjoyment of human rights through a company's activities. Finnpartnership expects matchmaking counterparts also to comply with all the relevant laws and regulations pertaining to labour, occupational health and safety as well as social and environmental matters in the country of operation as defined in the performance standards of IFC⁴.

Specifically, Finnpartnership expects that matchmaking counterparts:

- Provide a secure, safe and healthy workplace.
- Provide equal opportunities to employees regardless of race, gender, sexual orientation, disability, nationality, religion, political opinion or ethnic affiliation without any discrimination or physical or verbal harassment.
- Operate in full compliance with applicable laws on wages, working hours, overtime and benefits.
- Provide employees with a written employment contract, in a language they understand, stipulating the employment terms and conditions.
- Adhere to minimum age provisions of applicable laws and regulations, including all legal limitations on the employment of persons below the age of 18 years.
- Recognize employees' rights to form or join trade unions of their own choosing, and to bargain collectively.
- Prohibit the use of all forms of forced or compulsory labor and human trafficking, including the payment of any recruitment fees by workers and withholding of their passports or identity documents.
- Make available a grievance mechanism for employees, and any person involved, to report grievances in a manner that ensures proper review and action.
- Adhere to good business practices where corruption, bribery and money laundering are not tolerated.
- Pay all taxes and other official payments as established by authorities.
- Protect business partner's confidential information against unauthorized use or disclosure and respect the intellectual property rights.
- Respect existing land use rights and other natural resources use rights (including those of indigenous peoples or ethnic groups) and ensure that there are not any unresolved land acquisition/ownership issues
- Adapt enhanced due diligence measures in conflict-affected or other high-risk areas to make sure that operations are not linked to providing funding or support to armed actors who may benefit from revenues generated by the sale of such goods and services
- Comply with local environmental legislation, standards and environmental permits.
- Make available a grievance mechanism for external stakeholders and solve environmental violations and complaints systematically to improve environmental performance and management
- Aim for efficient and sustainable use of energy, natural resources and materials.
 - Don't waste resources (water, energy, raw materials) and use them efficiently.
 - Handle hazardous substances, hazardous waste and all other waste responsibly.

Finnpartnership expects matchmaking counterparts to inform FP immediately if the organization is unable to comply with the Code of Conduct. In case these conditions are not respected, Finnpartnership shall discuss the issue with the organization in question and may suspend the cooperation with the entity in concern. By signing this document, the signatory confirms that the Code of Conduct of Finnpartnership is adhered to by the company that is registered for the Matchmaking service.

Signature:

[xxxxxx xxxxxx]

¹ Human rights are internationally agreed basic standards aimed at securing dignity and equality for all: they are universal, indivisible and inalienable. Human rights are defined in a series of UN conventions and agreements, including the International Bill of Human Rights and the International Labour Organisation's (ILO) Declaration on Fundamental Principles and Rights at Work.

² Applicant company or company spotter

³ https://um.fi/documents/35732/48132/human_rights_based_approach_in_finlands_development_cooperation_guidance

⁴ IFC Performance Standards on Environmental and Social Sustainability Booklet:

https://www.ifc.org/wps/wcm/connect/c8f524004a73daeca09afdf998895a12/IFC_Performance_Standards.pdf?MOD=AJPERES