



## **Tetra Laval Group Code of Business Conduct**

In the course of meeting business objectives, it is essential that all employees comply with the rules for corporate behaviour contained in this Code of Business Conduct (the Code).

### *Obeying the Law*

The companies of the Tetra Laval Group are required to comply with all laws and regulations of the countries and jurisdictions in which they operate and work, and behave as good corporate citizens and respect human rights. Employees are required when performing their duties to comply with all applicable laws and regulations.

### *Employees*

The companies within the Tetra Laval Group recruit, employ and promote employees on the sole basis of qualifications and ability and there shall be neither negative nor positive discrimination.

The Tetra Laval Group is committed to providing safe and healthy working conditions for its employees in all parts of the world and all employees are expected to share this commitment.

The Tetra Laval Group does not tolerate any kind of harassment or abuse in the workplace.

The Tetra Laval Group does not tolerate any forced or compulsory labour.

The Tetra Laval Group recognises the freedom of association and the right to collective bargaining.

### *Conflicts of Interest*

The Tetra Laval Group requires its employees to avoid personal and/or financial activities or interests that could conflict with the interests of the Tetra Laval Group. Any conflict arising should be reported to Senior Management and action taken to avoid any kind of damage to the Group.

### *Confidentiality and Security*

The Tetra Laval Group requires all employees to maintain the highest level of confidentiality. Employees working in positions of special responsibility are required to sign non-competition agreements. The employees of the Tetra Laval Group must ensure that valuable assets and information of the company are adequately safeguarded at all times. All employees must comply with the Tetra Laval Policy on confidentiality, information and document management.

### *Environmental Issues*

The Tetra Laval Group is committed to running its business in an environmentally sound and sustainable manner. We integrate environmental considerations into management decisions, investments, policies, programmes and practices across our business, and strive for continuous improvement in our development, sourcing, manufacturing, and transportation activities.



### *Child Exploitation*

The Tetra Laval Group does not use child labour in any of its operations and encourages customers and requires suppliers to refrain from doing so.

### *Financial Reporting*

The accounting records and supporting documents of the Tetra Laval Group must accurately describe and reflect the nature of the underlying transactions. The companies of the Tetra Laval Group are required to report in accordance with Tetra Laval Group Accounting Policies. Local statutory accounts are required to be prepared in accordance with local requirements. Management takes responsibility for the accuracy of these financial reports.

### *Authorisation*

The employees of the Tetra Laval Group work within a system of delegated authorization in accordance with their respective roles and responsibilities. The Tetra Laval Group follows a joint signatory rule for all documents with material effect as well as for payments.

### *Anti-Corruption*

The employees and companies of the Tetra Laval Group must not offer, pay, request or accept a bribe including the contribution or commitment of a financial nature or effect or ask any customer or supplier to offer, pay, request or accept a bribe. The direct or indirect offer, payment, request for or acceptance of bribes in any form, whether the other party is a business contact or a representative of an official body, is prohibited. Any demand for, or offer of, a bribe in whatever form to any employee of the Tetra Laval Group must be rejected and reported immediately to senior management. The foregoing also includes so called facilitation payments, which are typically small payments made to low-level government officials to start or speed up a process. With regard to facilitation payments, exceptions will however be allowed in cases involving personal safety of employees and can be permitted without any formal approval.

### *Application*

This Code applies to all companies and employees within the Tetra Laval Group.

It is the responsibility of management to ensure that the principles and requirements contained in this Code are communicated to and observed by all employees of the Tetra Laval Group.

Any deviation from this Code or supporting policies must be reported immediately to senior management.

Employees will not be penalised for any loss of business resulting from adherence to this Code.

No employee will suffer as a consequence of bringing a breach or suspected breach of the Code to the attention of management.