



# **BUSINESS PARTNER GUIDELINE**

MPC ENERGY SOLUTIONS

# BUSINESS PARTNER GUIDELINE

## INTRODUCTION

MPC Energy Solutions ("MPCES") is a global provider of sustainable energy and primarily focuses on low-carbon energy infrastructure, including solar and wind assets, and other hybrid and energy efficiency solutions. The Company participates in the full project lifecycle of renewable solutions, from early-stage development through construction and operation. The Company's shares are listed on the Euronext Growth segment of the Oslo Stock Exchange since January 2021. Financial, corporate governance and corporate social responsibility reporting is governed by Dutch public limited liability company and securities trading legislations, listing rules and continuing obligations as set forth by the Oslo Stock Exchange, and the Dutch Civil Code and the Dutch Corporate Governance Code. Reporting requirements are supervised by the Dutch Authority for the Financial Markets (AFM).

In order to achieve our business objectives whilst committing ourselves to the responsibility entrusted to us by all stakeholders, e.g., customers, shareholders, regulators and society, MPCES places great emphasis on cooperating with business partners that promote high standards of good business practice. Consequently, the Company's Board of Directors has resolved this guideline to ensure transparency and good corporate conduct, mutually beneficial business relationships and alignment of interests.

By embedding the Company's core values into this guideline, MPCES aims to demonstrate the strong commitment to the business standards we have developed, and this guideline must thus be read in conjunction with our Corporate Social Responsibility Statement and Code of Conduct, available on MPCES's website: <https://www.mpc-energysolutions.com/>

For the purpose of this guideline, the term "Business Partner" encompasses any physical or legal person, the latter's subsidiaries, employees, directors, officers, agents and representatives, as applicable.

## BUSINESS ETHICS

Business Partners undertake to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. They must practice fair dealing, honesty and integrity in every aspect in dealing with employees, suppliers, competitors, the public and government authorities.

When acting on behalf of the Company, Business Partners shall not take unfair advantage through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or other unfair dealing practices.

MPCES requires Business Partners to prohibit unlawful discrimination on account of ethnic or national origin, age, sex or religion. Respect for the individual is a cornerstone of MPCES, and all persons shall be treated with dignity and shall not be unreasonably interfered within the conduct of their duties and responsibilities.

Business Partners should not be misguided by loyalty to MPCES or desire for the company's profitability to disobey any applicable law or this guideline.

In their dealings for the Company, Business Partners must adhere to the same corporate responsibilities as the Company, i.e., to:

# BUSINESS PARTNER GUIDELINE

- + operate their business with integrity and respect laws, human rights, different cultures and human dignity.
- + operate their business in accordance with fundamental human rights as enshrined in the United Nation Universal Declaration of Human Rights and follow the standards of the International Labour Organization, which are guiding principles encouraged and implemented by the European Union;
- + show consideration for the local communities which they are a part of the environment in which they operate and emphasize spin-off effects of their activities.
- + contribute to learning and distribution of knowledge.
- + establish long-term working relationships and utilize their business expertise for the further development of the industry in which they operate; and
- + meet public authorities and customers with insight, respect and understanding and in an open and appropriate manner and treat suppliers impartially and justly.

## 1. RULES AND LEGISLATION

Business Partners undertake to use best efforts to comply with applicable laws and governmental rules and regulations in the countries in which they operate.

## 2. ANTI-CORRUPTION

The Company's overarching goal is to develop a corporate culture characterised by good judgement and the ability to deal with difficult situations. MPCES has zero tolerance for corruption, price-fixing agreements, market sharing or other practices that hamper free competition.

Business Partners undertake to use best efforts to assure that they are and will continue to be in compliance with the provisions of applicable anti-corruption laws, including where applicable the United Nation's Convention against Corruption (2005), the Foreign Corrupt Practices Act and the UK Bribery Act.

Where deemed necessary, the Company will take risk-mitigating actions to prevent Business Partners and other stake-holders from participating in corruption or other illegal or unethical activities in connection with their dealings with or on behalf of the Group.

MPCES adheres to the following anti-corruption principles:

- + We do not tolerate active corruption (attempts to bribe others by e.g., offering or giving anything of value) or passive corruption (allowing oneself to be bribed by way of demanding, soliciting, receiving, accepting, etc. an offer of an improper advantage).
- + MPCES and Business Partners will support all employees, agents and other persons acting on behalf of the Group, who refuse to bribe, be bribed, make, or receive any facilitation payment.
- + Gifts must be made openly. They must not be made in the form of cash, must have a clear, legitimate basis in local business relationships and must have a minimal cash value. Gifts made or received

# BUSINESS PARTNER GUIDELINE

from/to the Business Partner in relation to its dealings for MPCES more than USD 150 must immediately be reported to the Business Partner's key point of contact at the Company, referencing this guideline.

- + Expenses relating to travel, meals and events paid for in relation to Business Partners' dealings for the Company must be reasonable and clearly justified by business considerations, well documented and paid openly.

## 3. MONEY LAUNDERING PREVENTION

The Company shall not be misused for money laundering. We are committed to complying with applicable laws and regulations relating to combatting money laundering and activities which facilitate the funding of terrorist or other criminal enterprises.

Transactions where a breach cannot be excluded must be rejected firmly and clearly. Business Partners undertake to use best efforts to assure that they are and will continue to be in compliance with the provisions of applicable anti-money laundering laws and regulations. Business Partners are encouraged to adapt anti-money laundering procedures assuring that employees or other persons acting on behalf of the Business Partner, confer with a superior if risks of money laundering are detected.

## 4. ECONOMIC SANCTIONS AND EMBARGOS

Business Partners undertake to comply with applicable restrictions and/or prohibitions of commercial transactions under statute, regulation, rule, or other such rulings published by a governmental entity, including but not limited to the United States, the European Union, and the United Nations. Further, Business Partners undertake not to be identified nor listed by the United States, the European Union, or the United Nations as a "Blocked Person", "Denied Person", "Specially Designated National" nor being subject to prohibition of commercial transactions under statute, regulation, rule or other rulings published by the United States, the European Union or the United Nations. In their dealings for MPCES, Business Partners shall not enter directly or indirectly into any agreement or transaction with a "Blocked Person", "Denied Person" or "Specially Designated National".

## 5. HEALTH, SAFETY AND ENVIRONMENTAL IMPACT

The Company's policy is to operate our business in a manner designed to protect the health and safety of our employees, customers, the public and the environment, and in accordance with applicable environmental and safety laws and regulations to ensure the protection of the environment, our personnel and property.

Equivalently, Business Partners undertake to comply with applicable environmental and safety laws and regulations, to implement systematic risk assessments, necessary prevention measures and assure appropriate training of staff consistent with industry best practices, including but not limited to:

- + requiring the use of personal protective equipment where appropriate.
- + maintaining injury/illness management.
- + maintaining appropriate hazardous/dangerous substances management procedures.
- + minimizing and preventing pollution risks (soil, air, water, etc.), and ensure a responsible use of materials and energy; and

# BUSINESS PARTNER GUIDELINE

- + ensuring appropriate remedies in case of any violation of the obligations.

## 6. QUALITY MANAGEMENT

Business Partner deliverables shall be in compliance with applicable laws, regulations, requirements and orders of relevant certifying agencies at the time of delivery.

Business Partners must prove valid certificates for ISO 9001 and ISO 14001 or otherwise certify satisfactory quality and environmental management systems suitable for the deliverables to the Company.

Prior to delivery, Business Partners shall ensure that their deliverables are in accordance with what has been agreed upon with the Company.

To ensure quality, mitigate risks and align interests, the Company may arrange for Business Partner assessments so as to promote a productive and successful working relationship between MPCES and the Business Partner.

## 7. BUSINESS PARTNER CHECKS AND AUDITS

As part of our corporate governance and compliance measures, MPCES may perform Business Partner Checks prior to entering into and during cooperation with Business Partners. For this purpose, Business Partners will be required to furnish MPCES with a valid Certificate of Registration and other documents deemed necessary to confirm e.g., the Business Partner's legal entity status, years in operation, directorships, and business address.

Similarly, the Company reserves the right to audit Business Partners' compliance with the requirements set forth in this guideline and the terms and conditions of any contract/agreement entered into between the Business Partner and the Company. For this purpose, Business Partners shall allow MPCES or its representatives full access to their facilities, worker records and workers for confidential Business Partner audits.

## 8. CONFIDENTIALITY

Business Partners undertake to ensure that all aspects of their business relationship with MPCES is handled with utmost care and confidentiality, and to disclose information relating to MPCES strictly on a need-to-know basis and according to applicable laws and regulations.

Business Partners acknowledge that in performing their duties and responsibilities for the Company they may become aware of information about MPCES, its financial instruments or other circumstances that may noticeably affect the price of those financial instruments or other securities issued by the Company, and that the dissemination and/or use of such inside information is governed and prohibited under applicable securities law and contraventions are criminal acts.

Business Partners must assure that employees and their family members do not buy or sell the Company's financial instruments, or provide advice related to trading in financial instruments or other securities, while in possession of potential inside information related to MPCES.

# BUSINESS PARTNER GUIDELINE

## 9. PRIVACY

MPCES is committed to data protection. It lies in the core of our business to keep data and communication confidential and to process it with care, diligence and in accordance with Dutch data protection law including the European Union's General Data Protection Regulation 2016/679 ("GDPR"). Consequently, Business Partners are required to demonstrate strict adherence to the GDPR and other laws and regulations, where applicable.

In their dealings with the Company, Business Partners may provide personal data to the Company and/or receive personal data from the Company. Business Partners undertake to only process personal data for specified, explicit and legitimate purposes, and to ensure that personal data is not further processed in a manner that is incompatible with the purpose for which it was collected. Further, Business Partners undertake to ensure the data security of their processing systems (cf. GDPR article 32) and to have procedures in place for data breach handling (cf. GDPR articles 33 and 34). Any data breach incident must immediately be brought to the Company's attention.

Business Partners engaged to process personal data on behalf of the Company are required to furnish MPCES with sufficient guarantees to meet their requirements of applicable data protection law. Where deemed necessary, such Business Partners shall conclude a data processing agreement with the relevant entity within the Group.

Business Partners must maintain all documents necessary to demonstrate compliance with this guideline.

## 10. VIOLATIONS OF THE BUSINESS PARTNER GUIDELINE

If a Business Partner becomes aware of violations of this guideline, be it by own actions or actions of its employees or employees of MPCES, the Business Partner must immediately report to its key point of contact at the Company, referencing this guideline. Notifications of violations will be treated as confidential and may be done anonymously by contacting the Company's compliance function.

Breach of this guideline may result in actions being invoked against the Business Partner in addition to any contractual or legal remedies. Actions applied will depend on the nature and seriousness of the violation and on the degree of commitment shown by the Business Partner. The range of actions available to be imposed on the Business Partner includes, but is not limited to, the following:

- + Formal warnings that the continued non-compliance will result in more severe actions.
- + Disclosure of nature of breach to all sub-contractors, subsidiaries, and associate companies.
- + Immediate termination of contract, without recourse.

# BUSINESS PARTNER GUIDELINE

## ADDRESS & CONTACT

MPC Energy Solutions NV  
Kon. Wilhelminaplein 1

NL-1062 HG Amsterdam, the Netherlands

Management Board: Martin Vogt, Stefan H.A. Meichsner

Chairman of the Board: Ulf Holländer

Trade Register 78205123  
Court of Amsterdam