



# EQUALITY POLICY

## Introduction and objectives

Metsä Group is committed to treating everyone equally, fairly and respectfully. No form of discrimination is permitted. All operations are guided by Metsä Group's values – responsible profitability, reliability, cooperation and renewal – and the company's Code of Conduct. Metsä For All vision defines the company's goals of diversity, equality and inclusion. This policy determines Metsä Group's approach to gender equality and equal opportunities in all work-related activities.

In its operations, Metsä Group complies with the applicable legislation, respects internationally recognised human rights and is committed to promoting its personnel's diversity, gender equality and equal opportunities between people within its own sphere of influence.

Metsä Group promotes equal and inclusive treatment in the workplace community. In this equality policy, unless indicated otherwise, the term "equality" refers to both gender equality and equality between people in general.

## Scope of application

This equality policy is applied in all Metsä Group companies and locations. The entire personnel must comply with the provisions and principles described in this document in their activities. Every manager is responsible for ensuring, with regard to the organisation they manage, that this equality policy is complied with, and that the personnel are aware of its principles.

## Policy provisions

### Prohibition of discrimination

In Metsä Group, all discrimination based on gender, age, origin, nationality, language, religion, belief, opinion, political activity, trade union activity, family relations, pregnancy, health, disability, sexual orientation or any other personal characteristics is prohibited.

Discrimination means direct and indirect discrimination, harassment, instructions or orders to discriminate, and the denial of reasonable accommodation. The non-discrimination principle applies throughout the life-cycle of an employment relationship, from recruitment to the end of employment, regardless of whether the employment relationship is permanent, fixed-term or part-time.

### Promotion of equal opportunities

Metsä Group regularly assesses the realisation of equality in the workplace and develops working conditions and operating methods that advance the realisation of an equal workplace community. The goal is equal treatment and non-discriminatory processes in recruitment, career development, access to training, the division of duties, working conditions, compensation and benefits, the development of the workplace community, and other work-related practices. Progress is measured using the equality targets in force specified by the company.

Metsä Group aims to create equal opportunities for career development at all organisational levels, regardless of gender or any other personal characteristics referred to in this equality policy. The promotion of equality must take into account the operating environment and any observed shortcomings, so that the measures aiming to advance equality are effective, appropriate and correctly proportioned.

### **Recruitment and induction**

Vacancies are filled with the most suitable person who meets the requirements set for the job. All qualified applicants must have equal opportunities to be selected. The equality criteria must be considered in the selection.

In the job advertisement or during the recruitment process, applicants must not be subject to requirements or expectations that are irrelevant for the performance of the job in question. Jobs must be equally suitable for everyone, regardless of their gender.

As a rule, anyone may apply for a vacancy, with the exception of successor planning that has been determined in advance. Selections are made based on pre-determined criteria, and they focus solely on a person's skills, motivation, merits and suitability for the job in question. No questions that may lead to a discriminatory end result may be asked in connection with recruitment.

If required, Metsä Group carries out any accommodations that can be considered reasonable and proportionate to ensure that the most suitable applicant can be selected for a vacancy despite their disability.

To the extent possible, the induction of new employees accounts for the different backgrounds and needs of those being inducted. The same principle is applied throughout the employment relationship's life-cycle.

### **Career opportunities and training**

Metsä Group aims to create equal opportunities for career advancement, including job rotation, training opportunities and promotions, for all members of its personnel. Equal opportunities are accounted for in resource planning, which aims to anticipate external and internal resourcing needs, provide employees with development opportunities, and implement systematic job rotation within the Group.

Metsä Group encourages active dialogue about every employee's own career plans and training needs. Personal development plans, as well as their implementation and monitoring, are agreed in the annual performance and development appraisals conducted between an employee and their manager. The aim is to ensure that everyone has an equal opportunity to receive the training that is required for their job role and develops their competence throughout their employment relationship's life-cycle. HR supports managers in the implementation and monitoring of development plans.

### **Remuneration and other terms and conditions of employment**

The personnel are equal regarding remuneration and all other terms and conditions of employment. The principle of equal pay is applied to remuneration. According to this principle, employees receive equal pay for the same and equivalent work, regardless of their gender or any other reason pertaining to their person, unless there is an acceptable reason for unequal pay. Such reasons may include experience, training and education, competence and work performance. The principle also includes a prohibition of wage discrimination.

A review of the remuneration of women and men in the workplace is carried out in connection with a regularly conducted gender equality assessment. The review serves as a basis for the preparation of an action plan, the implementation of which is monitored regularly.

### **Addressing shortcomings**

Discrimination is never acceptable and will always lead to consequences. Metsä Group encourages its personnel to raise any shortcomings they observe as early as possible. Every manager is obliged to address any shortcomings which they observe, or of which they become aware. If there is reason to suspect discrimination in the workplace community, it must be reported immediately to the employer's representative, as specified in Metsä Group's Code of Conduct. Reports concerning suspected discrimination are processed confidentially, as described in Metsä Group's Code of Conduct and the supplementary guidelines.

### **Follow-up**

If discriminatory practices or practices that hinder the realisation of equality are identified, the background and conditions of the practice are investigated, and corrective measures are adopted. The follow-up is the responsibility of Metsä Group's Senior Vice President, HR, or a representative of the employer designated by the SVP. The realisation of equality is also monitored as required by local legislation.

### **Supplementary guidelines**

This equality policy is supplemented with the equality and equal opportunity plans. If local legislation requires a practice stricter than that outlined in this equality policy, local rules and regulations will apply.

### **Responsible parties and changes**

This equality policy is owned by Metsä Group's Senior Vice President, HR, and the HR management team is responsible for any updates and changes to it.

Version	Date	Policy owner	Scope	Comments
1.0	26 April 2019	Metsä Group's Senior Vice President, HR	Public	
2.0	6 March 2023	Metsä Group's Senior Vice President, HR		