

# CORPORATE GOVERNANCE STATEMENT 2021

Orthex Corporation ("Orthex" or "the company") is a Finnish publicly listed limited liability company since 29 March 2021 when the trading of its shares started on the official list of Nasdaq Helsinki Ltd. The company's corporate governance complies with the company's Articles of Association and Corporate Governance Principles as well as rules and regulations applicable to Finnish listed companies such as the Finnish Limited Liability Companies Act and Securities Markets Act, and rules and regulations of Nasdaq Helsinki Ltd. The company also adheres to the Finnish Corporate Governance Code 2020 ("CG Code") issued by the Securities Market Association. The CG Code is available on the association's website (www.cgfinland.fi).

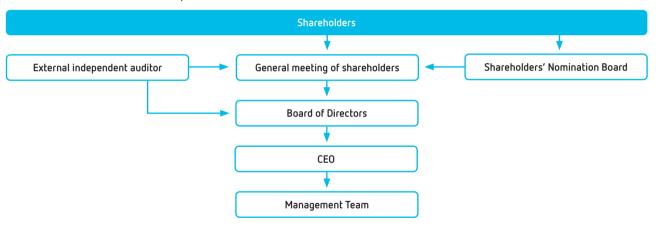
This Corporate Governance Statement is issued as a separate statement from the Board of Directors' Report, but it is published simultaneously with it and with the company's Financial Statements, Sustainability Report, and the Remuneration Report on the corporate website at <a href="https://investors.orthexgroup.com/">https://investors.orthexgroup.com/</a>. As the company has no audit committee, the company's Board of Directors has reviewed the Corporate Governance Statement.

# **Governing Bodies**

The Annual General Meeting, the Board of Directors and the CEO are responsible for the governance of Orthex. The company's shareholders exercise the highest decision-making power at the general meeting of shareholders. The Shareholders' Nomination Board prepares proposal for the

composition of the Board of Directors to the Annual General Meeting (AGM). The AGM elects the members of the Board of Directors. The company is managed by the Board of Directors and the CEO, appointed by the Board of Directors. The company's Management Team assists the CEO in the operative management of the company. The members of the Management Team are appointed by the Board of Directors together with the CEO.

# Governance structure of Orthex Corporation





# General Meeting of Shareholders

The General Meeting of Shareholders is the ultimate decision-making body of the company. At the General Meeting of Shareholders, shareholders exercise their powers in accordance with the Companies Act and the Articles of Association. The General Meeting of Shareholders decides on matters that under the Companies Act and the Articles of Association are within its purview. The Annual General Meeting of Shareholders is convened by the Board of Directors annually within six months from the end of the previous financial year. An Extraordinary Meeting of Shareholders may be convened as stipulated in the Companies Act. Matters on which the Annual General Meeting decides include the adoption of the financial statements, distribution of profits, discharge from liability, and election of the members of the Board of Directors and the auditor, as well as their remuneration. Decisions to amend the Articles of Association are also taken by a General Meeting of Shareholders.

#### Annual General Meeting 2021

In the Orthex Oy's Annual General Meeting held on 28 February 2021, shareholders decided to approve the parent company's Financial Statements for the financial period 1 January—31 December 2020. The members of the Board of Directors and the CEO were discharged from liability for the year 2020. It was decided that no dividend will be distributed and that the profit for the financial year amounting to EUR 1,002,216.03 will be recognised in retained earnings.

Shareholders decided to change the company's company form into a public company and change the company's name to Orthex Corporation. At the same time, the company's share capital was increased from the company's

invested unrestricted equity funds to the amount of EUR 80,000 required for a public company.

The Annual General Meeting also decided to cancel the company's treasury shares and the Board of Directors was authorised to decide on a share issue for the implementation of the public offering and on including the shares in the book-entry securities system managed by Euroclear Finland Oy.

The shareholders decided to elect four members to the Board of Directors and to re-elect Sanna Suvanto-Harsaae, Juuso Kivinen and Satu Huber to the Board. Ari Jokelainen (b. 1955) was elected as a new member to the Board. He has been the company's Board member previously between the years 2016 and 2017. Mr Jokelainen is a Finnish citizen and holds a master's degree in economics. Since 2007, he has been a partner in a Finnish private equity investment company Sponsor Capital Oy. Prior to that, he made a long career as the Chief Executive Officer of Exel Plc.

On 3 March 2021, the Board of Directors resolved to elect Sanna Suvanto-Harsaae as the new Chair of the Board of Directors. The election of the new Chair was conditional upon the successful completion of the public offering and became effective when the company shares were admitted to trading on Nasdaq Helsinki Ltd. on 29 March 2021. Juuso Kivinen chaired the Board prior to that.

The members of the Board of Directors are independent of the company and its significant shareholders. Juuso Kivinen and Ari Jokelainen have been independent of the company's significant shareholders since 17 November 2021 when Sponsor Fund IV Ky, the company's former majority shareholder, sold the rest of its shares in the company.

### Extraordinary General Meetings 2021

The Extraordinary General Meeting held on 5 March 2021 decided to establish a Shareholders' Nomination Board for the company and approved the Charter of the Shareholders' Nomination Board. The Nomination Board's appointment process, composition and operations are described later in the section Shareholders' Nomination Board.

At the Extraordinary General Meeting held on 3 July 2021, the number of members of the company's Board of Directors was confirmed to be five, and Jens-Peter Poulsen (b. 1967) was elected as a new member of Orthex Corporation's Board of Directors as of 1 August 2021. Poulsen is a Danish citizen with a master's degree in economics. Since 2013, Poulsen has been the CEO of Kvik A/S. Prior to that, he made a more than ten-year career with the LEGO Group, e.g., in Vice President and Senior Director positions in sales and marketing. Poulsen is a member of the Board of Holmris B8 A/S since 2017 and a member of the Board of the European House of Beds A/S since 2021. Poulsen is independent of the company and the company's significant shareholders.



# The Board of Directors

Under the company's Articles of Association, the Board of Directors is composed of a minimum of four and a maximum of eight members. Members of the Board of Directors are elected at the general meeting. The term of office of a member of the Board of Directors commences from the close of the general meeting in which they are elected and expires at the close of the following annual general meeting. The Board of Directors elects a chair from among its members.

The Board of Directors is quorate when more than one-half of its members are present. A decision by the Board of Directors is the opinion supported by more than one-half of the members present at a meeting. In the event of a tie, the Chair of the Board has the casting vote.

The Board of Directors convenes according to a pre-agreed schedule normally from six to ten times a year and holds extra meetings when deemed necessary. Meetings can also be held as teleconference meetings or by using other technical means or devices.

The Board evaluates its operations and working methods once a year.

#### Duties of the Board of Directors

The tasks and responsibilities of the Board of Directors of the company are determined on the basis of the Finnish Limited Liability Companies Act as well as other applicable legislation. The Board of Directors has general authority to decide and act in all matters not reserved for other corporate governing bodies by law or under the provisions of the company's Articles of Association. The general task of the Board of Directors is to duly organise

Orthex's management and operations. In all situations, the Board of Directors must act in accordance with Orthex's best interest

The Board of Directors has a charter that specifies its duties. The duties of the Board of Directors include:

- approving reports of the Board of Directors, financial statements, and interim reports
- seeing to the appropriate organisation of accounts and financial administration
- preparing proposals for the general meeting of shareholders and convening general meetings of shareholders
- approving and confirming strategic guidelines and long-term strategic targets
- $\cdot$  approving principles for risk management and internal control
- · confirming annual budgets and operating plans
- appointing the CEO and deciding on the terms and conditions of the CEO contract
- · deciding on the company structure
- making significant business decisions, such as mergers and acquisitions, significant contracts, investments, and financing arrangements, and
- deciding on other matters falling under the statutory responsibilities of the Board of Directors

Orthex's Board of Directors has no committees, but the Board may consider setting up potential committees in the future. As there are no committees, the entire Board of Directors is responsible for discharging the statutory duties of the audit committee.

# Number of Board Meetings and Attendance Rates

In 2021, the Board held 17 meetings. Some of these meetings were held remotely or the resolutions were recorded per capsulam without convening. Attendance in the meetings is reported in the table below. The members of the Board of Directors attended all meetings held during their term of office.

# Number of Board Meetings and Members' Attendance 2021

| Director                                     | No. of meetings /<br>attendance |
|--|---------------------------------|
| Sanna Suvanto-Harsaae (ch.)                  | 17/17                           |
| Satu Huber                                   | 17/17                           |
| Ari Jokelainen (member as of 28 Feb 2021)    | 14/14                           |
| Juuso Kivinen                                | 17/17                           |
| Jens-Peter Poulsen (member as of 1 Aug 2021) | 4/4                             |
| Thomas Sandvall (member until 28 Mar 2021)   | 3/3                             |
| Matti Virtanen (member until 28 Mar 2021)    | 3/3                             |

#### Diversity of the Board of Directors

Orthex regards diversity as an important and natural approach in its operations. Diversity shall be part of such cooperative and functional Board of Directors which is able to respond to the requirements set out in the company's business and strategic objectives. Such Board of Directors will also be able to support and challenge the company's operative management in a proactive and constructive manner. The principles concerning the diversity of the Board of Directors are in line with this premise.

When preparing the composition of the Board of Directors of Orthex, attention is paid to the requirements set by the company's Articles

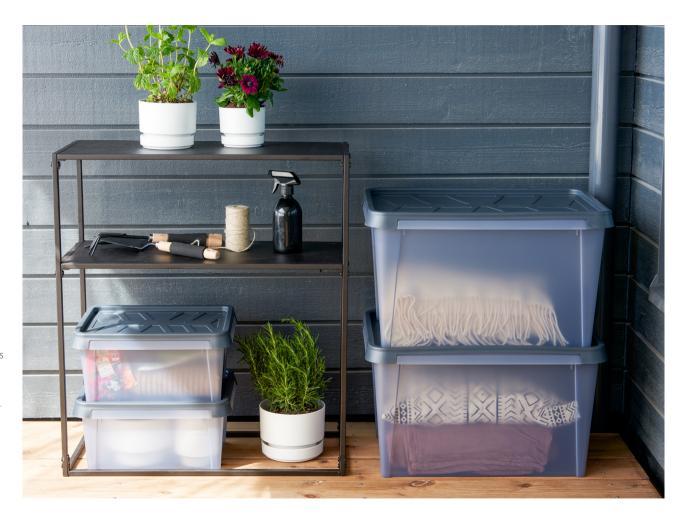


of Association and the Corporate Governance Code, as well as to the requirements set by the company's operations and the premises of diversity derived therefrom

Significant factors concerning the composition of the Board of Directors include mutually complementary variety of competences, education and experience in different areas and professional fields and in management and business operations existing in different development phases, as well as the personal capabilities of each member, all of which add to the diversity of the Board of Directors. Diversity is considered not only from the aspect of gender but also from other factors promoting the Board's diversity, such as the age structure of the Board, the members' educational and professional background, their experience relevant for the position, and personal characteristics. When preparing the composition, it is also assessed how the members' skills, education and experience complement each other. The company's long-term needs are also considered.

The purpose of the diversity principles is to contribute to making sure that the Board of Directors' combined competence and experience and the diversity of its composition are sufficiently aligned with Orthex's operational needs. With regard to gender structure, the objective is that different genders are sufficiently represented on the Board.

At year-end 2021, the company's Board of Directors comprised five members. Diversity of the Board of Directors with respect to gender, nationality, age as well as educational and professional background is described on the next two pages. Additional information for example on the Board members' previous positions of trust is available in the Investors section on the corporate website.





# Members of the Board of Directors on 31 December 2021



### Sanna Suvanto-Haarsae

Chair of the Board of Directors from 29 March 2021, member since 2020

Born 1966 Finnish and Danish citizen Bachelor's degree in Economics Independent of the company and its significant shareholders

Main occupation: Professional director

- Posti Group Corporation, Chair of the Board of Directors since 2020
- BoConcept A/S, Chair of the Board of Directors since 2016
- TCM Group A/S, Chair of the Board of Directors since 2016
- · Nordic Pet Care Group A/S, Chair of the Board of Directors since 2012
- · Babysam A/S, Chair of the Board of Directors since 2008
- · Anora Group Plc, Vice-Chair of the Board of Directors since 2021
- · Harvia Plc, Vice-Chair of the Board of Directors since 2020
- Elopak ASA, member of the Board of Directors since 2021
- · CEPOS (Center for Political Studies), member of the Board of Directors since 2017
- · Broman Group Oy, member of the Board of Directors since 2016



### Satu Huber

Member of the Board of Directors since 2020

Born 1958
Finnish citizen
Master's degree in Economics
Independent of the company and its significant shareholders
Main occupation: Professional director

- Elo Mutual Pension Insurance Company, Chief Executive Officer 2015-2021
- Elo Mutual Pension Insurance Company, Deputy Chief Executive Officer 2014–2015
- LähiTapiola Pension Insurance Company, Chief Executive Officer 2008–2013
- Finance Finland, Chief Executive Officer 2006–2008
- State Treasury of Finland, Director of Finance 1997–2006
- Several different positions in the banking sector 1982–1997
- Schibsted ASA, member of the Board of Directors since 2020.
- · Agence France Trésor, member of the Strategic Advisory Group since 2015
- HIFK Idrottsföreningen Kamraterna, Helsingfors rf., member of the Supervisory Board since 2021



### Ari Jokelainen

Member of the Board of Directors since 2021, as well as 2016–2017

Born 1955
Finnish citizen
Master's degree in Economics
Independent of the company and its significant shareholders
Main occupation: Partner at Sponsor Capital Oy since 2007

- Exel Plc, Chief Executive Officer 1990-2006
- · Valmet Paper Machines, Pansio Works, Chief Financial Officer 1987–1990
- · Wihuri Oy Wipak, Chief Financial Officer 1983-1987
- · Monetari Invest Oy, CEO and Chair of the Board since 2006





**Juuso Kivinen**Member of the Board of Directors since 2016. Chair 2016–2021

Born 1969 Finnish citizen Master's degree in Economics Independent of the company and its significant shareholders Main occupation: Partner at Sponsor Capital Oy since 1997

- Sponsor Capital Oy, member of the Board of Directors since 2020
- StaffPoint Oy, Chair of the Board of Directors since 2018
- · Jukivest Oy, sole shareholder



Jens-Peter Poulsen

Member of the Board of Directors from 1 August 2021

Born 1967
Danish citizen
Master's degree in Economics
Independent of the company and its significant shareholders
Main occupation: Chief Executive Officer of Kvik A/S since 2013

- LEGO Group, Senior Vice President of the Market Group Asia & Emerging Markets 2011–2012
- LEGO System A/S, Senior Vice President, Market Group 1, 2006–2011
- LEGO System A/S, various Vice President and Senior Director positions and responsibilities for different operations 2000–2005
- Jensen's Catering A/S, Sales and Marketing Manager 1999–2000
- Several various positions at Arla Foods 1993–1999
- European House of Beds A/S, member of the Board of Directors since 2021
- · Holmris B8, member of the Board of Directors since 2017



# Shareholdings and Share-Based Rights of the Members of the Board of Directors

In connection with the company's public offering, the members of the Board of Directors were provided with an opportunity to subscribe the company's shares for a subscription price of EUR 6.14 per share. This price was 10 per cent lower than the subscription price offered to other subscribers except those belonging to the company's personnel. Board members Sanna Suvanto-Harsaae and Satu Huber subscribed shares (5,701 and 13,000 respectively) in connection with the public offering.

The shareholdings of the members of the Board of Directors and the corporations over which they exercise control, as at the end of 2021, are presented in the table below. None of the members of the Board of Directors nor corporations over which any of them exercise control has any sharebased rights in Orthex or its Group companies.

# Board of Directors' Shareholdings on 31 December 2021

|                               |          | Number of shares on 31 |
|-------------------------------|----------|------------------------|
| Director                      | Position | Dec. 2021              |
| Sanna Suvanto-Harsaae         | Chair    | 5,701                  |
| Satu Huber                    | member   | 13,000                 |
| Ari Jokelainen                | member   | -                      |
| Monetari-Invest Oy*)          |          | 88,150                 |
| Juuso Kivinen                 | member   | -                      |
| Jukivest Oy*)                 |          | 88,150                 |
| Jens-Peter Poulsen            | member   | -                      |
| Total                         |          | 195,001                |
| % of total number of shares   |          | 1.1%                   |
| Orthex total number of shares |          | 17,758,854             |
| *)                            |          |                        |

<sup>\*)</sup> controlled corporation

# Shareholders' Nomination Board

As stated earlier, the company has the Shareholders' Nomination Board. The duties of the Nomination Board include annual preparation of proposals for the remuneration, number of members and the composition of the Board of Directors to the next annual general meeting and presenting those proposals at the meeting. It is also the duty of the Nomination Board to search for new director candidates.

The Nomination Board consists of the four (4) largest shareholders of the company as of 31 August or, if the company has more than four (4) shareholders, whose shareholding and voting rights in the company are more than 10 per cent, the corresponding number of shareholders or persons appointed by them. The Chair of the Board acts as an expert member of the Nomination Board.

Based on the shareholder register of Orthex Corporation as of 31 August 2021, the shareholders represented in the Shareholders' Nomination Board were Conficap Oy, Sponsor Fund IV Ky, Alexander Rosenlew and Thomasset Oy.

In accordance with the Charter of the Shareholders' Nomination Board, Juuso Kivinen resigned from the Nomination Board on 1 December 2021 as the shareholder he represented, Sponsor Fund IV Ky, the company's former majority shareholder, sold the rest of its shares in an accelerated book-

building process on 17 November 2021 following the expiry of the lock-up period agreed on in connection with the company's IPO.

Resulting from Sponsor Fund IV Ky's share sale, Mutual Pension Insurance Company Ilmarinen became one of the Company's four largest shareholders and announced that it will appoint its representative to the Shareholders' Nomination Board

As a result, the representatives of the four largest shareholders in the Nomination Board are:

- · Maarit Toivanen, CEO, Chair of Board of Directors, Conficap Oy
- Alexander Rosenlew
- Annika Ekman, Head of Direct Equity Investments, Ilmarinen Mutual Pension Insurance Company
- · Mats Söderström, CEO, Thomasset Oy

and as an expert member Sanna Suvanto-Harsaae, Chair of Orthex's Board of Directors. Maarit Toivanen chairs the Nomination Board.



# Chief Executive Officer

Alexander Rosenlew has been the Chief Executive Officer of Orthex Corporation since 2010. Mr Rosenlew holds master's degrees both in economics and in management.

The CEO is responsible for the operational management of Orthex in accordance with the instructions and orders given by the Board of Directors. The CEO prepares matters to be decided by the company's Board of Directors, develops Orthex's operations together with the Board in accordance with the set objectives and ensures the proper implementation of the Board's decisions. The CEO is also responsible for ensuring that Orthex complies with applicable laws and regulations and that the company's financial affairs have been arranged in a reliable manner. The CEO chairs the meetings of the Management Team.

# Management Team

The role of Orthex's Management Team is to manage Orthex's operative business as a whole. The members of the Management Team have certain powers to act within their respective areas of responsibility, and they have a duty to develop Orthex's business in accordance with the objectives set by the company's Board of Directors and Orthex's CEO.

Orthex's Board of Directors appoints the members of the Management Team together with the CEO. The Management Team meets regularly on a monthly basis or when deemed necessary.

Members of Orthex's Management Team are presented on the following page. Additional information on the Management Team members' career history and potential positions of trust is available in the Investors section on the corporate website.

# Shareholdings and Share Based Rights of the Members of the Management Team

The shareholdings of the CEO and other members of the Management Team (including potential corporations over which they exercise control), as at the end of 2021, are presented in the table below.

The CEO or other members of the Management Team (or potential corporations over which they exercise control) have no share-based rights in Orthex or its Group companies.

# Management Team's Shareholdings on 31 December 2021

| Management Team<br>member     | Position                      | Number of shares<br>on 31 Dec. 2021 |
|-------------------------------|-------------------------------|-------------------------------------|
| Alexander Rosenlew            | CEO                           | 2,047,726                           |
| Saara Mäkelä                  | Chief Financial Officer       | 141,000                             |
| Hanna Kukkonen                | Chief Marketing Officer       | 200,800                             |
| Michel Mercier                | Sales Director, Export        | 209,100                             |
| Nicholas Ledin                | Sales Director, Nordic        | 60,350                              |
| Hans Cronquist                | Operations Director, Tingsryd | 98,400                              |
| Peter Ottosson                | Operations Director, Gnosjö   | 90,100                              |
| Tom Ståhlberg                 | Operations Director, Lohja    | 314,000                             |
| Total                         |                               | 3,161,476                           |
| % of total number of s        | hares                         | 17.8%                               |
| Orthex total number of shares |                               | 17,758,854                          |



# Members of the Management Team on 31 December 2021



Alexander Rosenlew
Chief Executive Officer



**Saara Mäkelä** Chief Financial Officer



**Hanna Kukkonen** Chief Marketing Officer

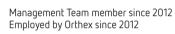


**Michel Mercier** Sales Director, Export

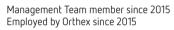
Management Team member since 2010 Employed by Orthex since 2010

Born 1971 Finnish citizen Master's degrees in Economics and in Management Management Team member since 2017 Employed by Orthex since 2017

Born 1976 Finnish citizen Master's degree in Economics



Born 1973 Finnish citizen Master's degree in Economics



Born 1966 French citizen Master's degree in Agricultural Engineering



Sales Director, Nordic

Nicholas Ledin



**Hans Cronquist**Operations Director, Tingsryd



**Peter Ottosson** Operations Director, Gnosjö



**Tom Ståhlberg** Operations Director, Lohja

Management Team member since 2015 Employed by Orthex since 2001

Born 1970 Swedish citizen High school graduate Management Team member since 2019 Employed by Orthex since 2019

Born 1970 Swedish citizen Master's degree in Mechanical Engineering Management Team member since 2013 Employed by Orthex since 2009

Born 1974 Swedish citizen Bachelor's degree in Machine Engineering, eMBA Management Team member since 2012 Employed by Orthex since 2012

Born 1969 Finnish citizen Master's degree in Industrial Engineering and Management



# Financial Reporting Process

Orthex compiles its financial reporting in accordance with the International Financial Reporting Standards (IFRS), the Finnish Securities Markets Act, the Finnish Accounting Act and the guidelines and statements of the Finnish Accounting Board, while also complying with the rules and regulations of the Financial Supervisory Authority and the rules of Nasdaq Helsinki Ltd. The principles, instructions, practices, and areas of responsibility in internal auditing and risk management relating to the company's financial reporting process are aimed at ensuring that the company's financial reporting is reliable and that the financial statements have been prepared in accordance with applicable laws, regulations, and the company's operating principles. Orthex's financial reporting is supervised on two levels, in individual companies and at the group level. On both levels, control measures and analyses are carried out to ensure the validity of financial reporting. The Board of Directors is responsible for overseeing the financial reporting process.

# Risk Management

The purpose of Orthex's risk management is to ensure the fulfilment of customer promises, business profitability, ability to pay dividends, value creation for shareholders, responsible business and business continuity. To achieve this, Orthex strives to be aware of the uncertainties and risk factors and opportunities associated with its objectives and operations, and to identify, assess and manage risks and their consequences in a consistent and effective manner.

Orthex has a risk management policy approved by the Board of Directors that guides risk management in a way that supports the achievement of the company's objectives, protects personnel and the company's various assets, and ensures the financial sustainability of operations.

The responsibility for implementing risk management lies with the Management Team. In addition, each employee must be aware of and manage the risks associated with their own operating environment and areas of responsibility. The company's Board of Directors approves the company's risk management policy and monitors and assesses the effectiveness of risk management.

#### Risk management principles

Risk management is a systematic activity designed to ensure comprehensive and appropriate risk identification, assessment, management, and control. It is an integral part of Orthex's planning and management process, decision making, day-to-day management of operations, and monitoring and reporting procedures. Risks are assessed and managed in a business-oriented and thorough manner. This means that key risks are systematically identified, evaluated, managed, monitored, and reported as part of the business.

#### Risk management process and reporting

Orthex prioritises risks according to the importance of the risk by assessing the impact, likelihood, and level of risk management of the risk materialisation. Risk management measures address the most significant risks through cost-effective and appropriate policy options.

The Management Team regularly monitors the implementation of risk management. If necessary, corrective measures will be taken.

The Management Team reports to the Board of Directors on risks and risk management measures 2–3 times a year. The Board reviews the most significant risks, measures to manage them and assesses the efficiency and effectiveness of risk management. The Board reports on the most significant risks and uncertainties in the annual Board of Directors' Reports and in the financial statements and any material changes in these factors in the interim reports. Additional information on the company's risk management and on the most significant risks and uncertainties is available in the Board of Directors' Report for the year 2021.

#### Internal Control and Audit

The Company's Board of Directors has confirmed the operating principles of internal control followed at Orthex, aiming to ensure that the company's objectives regarding, inter alia, Orthex's strategy, operations, practices, and financial reporting in particular are met. The operating principles of internal control also contribute to ensuring the company's compliance with legislation and regulations. Internal control is an essential part of business management and in ensuring that the set objectives are met. Internal control is aimed to be organised efficiently, so that any deviations from targets can be detected as early as possible or that they can be prevented.

Orthex's tools of internal control include internal policies, guidelines, and instructions, together with manual controls as well as controls built into systems. In addition, internal control is implemented in the form of various monitoring reports and meetings. The Board of Directors of Orthex is responsible for organising the internal control and oversees the efficiency of internal control. The Management Team and the CEO are responsible that functioning control procedures are in use.



Orthex Group has not organised its internal audit as a separate function. The Board assesses annually the need for internal audit procedures and may use internal company resources or external service providers for internal audit measures. Any outcomes of such procedures or measures are reported to the Board of Directors

# **Related Party Transactions**

The Board of Directors has defined the principles for monitoring and evaluating related party transactions. The company evaluates and monitors transactions concluded between the company and its related parties and ensures that any conflicts of interest are taken into account appropriately in the decision-making process of the company. The company keeps a list of related parties.

Approval of related party transactions concluded in the ordinary course of business and on customary commercial terms is subject to the company's normal approval policies and processes. Approval of a related party transaction that is not concluded in the ordinary course of business or on customary terms is subject to the Board of Directors' approval. The company's finance function monitors related party transactions as a part of the company's normal reporting and control procedures and reports related party transactions to the Board of Directors.

The Board of Directors regularly evaluates the reported related party transactions and the appropriateness of the company's process and policies on related party transactions. Information on transactions concluded

between the company and its related parties is disclosed, as required, annually in the notes to the company's consolidated financial statements.

Material related party transactions are disclosed in accordance with Chapter 8 section 1a of the Securities Markets Act

# **Insider Administration**

Orthex has prepared insider guidelines approved by the company's Board of Directors, the purpose of which is to clarify and supplement the operating methods of Orthex and its insiders and to serve as a practical tool in handling insider matters. The Insider Guidelines define clear operating instructions for, among other things, the management of inside information, the maintenance of insider lists and the reporting of transactions by persons subject to disclosure.

The Insider Guidelines apply to Orthex and persons in managerial positions at Orthex, as well as to persons working for Orthex who have access to inside information or who have otherwise become aware of inside information. In addition, the Insider Guidelines apply by agreement to persons otherwise acting on behalf of or for Orthex in the performance of their duties through which they have access to inside information.

Orthex's insider administration compiles insider lists and keeps them up to date in electronic form. In addition to individual insider lists (project-specific insider list), Orthex may prepare a supplement for permanent insiders (permanent insiders). Permanent insiders include only those persons who,

by virtue of their duties, are considered to have continuous access to all inside information about Orthex. In the project-specific insider list, Orthex will include those with insider information about the project, including any external advisors and experts.

Insider lists are maintained by an electronic procedure prepared and / or approved by the Financial Supervisory Authority or another appropriate body that meets the applicable requirements. Insider lists are not public and are not made available to the public.

Orthex will notify the insider in writing of his or her insider status, the resulting obligations and any penalties for breach of those obligations.

The person entered in the project-specific insider list will be notified of the termination of the project and the closure of the project-specific insider list.

Orthex executives and other permanent insiders, as determined by Orthex, should schedule their trading in Orthex financial instruments in a manner that does not undermine confidence in the securities market.

The persons discharging managerial responsibilities are the members of Orthex's Board of Directors, the CEO, and the members of the Management Team. Orthex maintains a list of the persons discharging managerial responsibilities and the persons and entities closely associated with them.

A person discharging managerial responsibilities in Orthex as well as any other persons possibly deemed permanent insiders by Orthex may not enter into transactions for their own account or for the account of a third party during a closed period beginning 30 days prior to the disclosure date of



Orthex's financial statement release, half-year report and the three- and nine-month interim reports provided periodically by Orthex and ends 24 hours after publishing the group's interim report, half-year report or financial statement release

In accordance with Nasdaq Helsinki Oy's insider guidelines, Orthex stipulates that persons who participate in the preparation, auditing or publication of Orthex's financial reports may not carry out transactions for their own account or on behalf of a third party during a closed period.

The trading restriction also applies to disabled persons under the control of the interests of the persons covered by the trading restriction. A person subject to a trading restriction is responsible for complying with the trading restriction even when the management of his or her securities and other financial instruments has been entrusted to another person, such as a portfolio manager.

Orthex executives and their close associates shall disclose to Orthex and the Financial Supervisory Authority all transactions they make on their own account in respect of Orthex with its shares, debt instruments or derivatives or other related financial instruments. The reporting obligation applies to transactions carried out on or off any marketplace.

A person in Orthex's management position or another person subject to a trading restriction specified by the company should request an assessment of the legality and regularity of the proposed transaction in the financial instrument from the company's insider administration. Notwithstanding the appraisal procedure, the person in a management position or the other

person mentioned above is responsible for ensuring that they comply with the laws, regulations, and instructions.

Orthex has an internal whistleblowing channel through which Orthex employees can anonymously report any suspected violations of financial market rules and regulations.

### **External Audit**

According to the Articles of Association, the company has one auditor. The auditor must be a firm of authorised public accountants. The auditor is elected annually by the Annual General Meeting for a term that expires at the end of the next Annual General Meeting following the election. The task of the auditor is to audit the consolidated financial statements, the financial statements of the parent company, the accounting of the Group and the parent company and the administration of the parent company. The company's auditor submits the auditor's report to the shareholders in connection with the annual financial statements and submits regular reports on its findings to the Board of Directors.

Ernst & Young Oy, a firm of Authorised Public Accountants, is Orthex's auditor, with Johanna Winqvist-Ilkka, Authorised Public Accountant, as the signing audit partner. The fees for the audit paid to the auditor in 2021 totalled EUR 0.2 million. In addition, EUR 0.5 million was paid to the auditor for non-audit services that mainly related to services provided in connection with the listing of the company.

