

Code of Conduct

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Responsible and ethical business as a foundation of our success



Outokumpu is the global leader in sustainably produced stainless steel. Stainless steel was first invented in what is now part of Outokumpu, and that legacy also drives us forward in developing products, improving our operations and conducting our business.

Our Ways of Working form the foundation for our daily work at Outokumpu. They unite us and create a common understanding on how we do business, treat our people and work towards a world that lasts forever. Responsible and ethical business practices can never be compromised, and we all are responsible for maintaining a high level of integrity while pursuing our strategy and targets in all market circumstances.

Outokumpu Code of Conduct provides the principles and rules that all our employees need to follow in their daily work. They guide us in making the right choices. In addition to our Code of Conduct, we also comply with applicable laws and regulations in all our operating countries, and we expect the same from our customers, partners and other key stakeholders.

At Outokumpu, we want to foster a transparent and open culture. If you have any questions or concerns regarding our Code of Conduct, I advise you to discuss this with your manager or the Compliance team. I also strongly encourage everyone to raise your concerns of any misconduct or violations of our Code of Conduct through the established channels, including our SpeakUp channel.

I expect everyone at Outokumpu to take the time to familiarize yourself with our Code of Conduct and adhere to it without any exceptions. This will ensure that we serve our customers, strive for excellence and work towards our vision and goals in a responsible and ethical way.

Heikki Malinen
President & CEO

Acting with high integrity



Outokumpu Ethical Principles

Outokumpu is committed to conduct its business with high integrity. Outokumpu respects and promotes human rights and conducts business in a safe, sustainable and ethical manner. Our four key Ethical Principles guide the way we at Outokumpu act towards our employees, customers, business partners and society.

Safe and healthy workplace

A safe, healthy and positive workplace is a source of strength for all employees, and brings benefits to families, friends and colleagues as well. At Outokumpu safety takes priority over all other activities and each one of us is responsible not only for personal safety and well-being at work but also for that of colleagues and other stakeholders.

Sustainable future

Outokumpu wants to safeguard the conditions for life and nature with its biodiversity for future generations as well. Outokumpu's products are sustainable, improving environmental sustainability through efficient life cycles and by being fully recyclable.

Outokumpu strives in all operations for sustainable economic, social and ecological development. Outokumpu takes environmental aspects including climate impacts into consideration in making business decisions and supports international cooperation to reduce emissions and enhance global environmental and climate protection throughout the whole value chain.

Human rights and dignity

Outokumpu fully honors internationally recognized human rights, promotes diversity and condemns discrimination and intolerance of all kinds. Everyone should be treated equally, fairly and with dignity, irrespective of such characteristics as ethnic origin, nationality, religion, political views, gender, sexual orientation, disability or age.

Outokumpu complies with international labor treaties, and condemns all forms of forced labor or use of child labor. There is a freedom of association at Outokumpu.

Good corporate citizenship

Outokumpu recognizes its corporate responsibility towards the nations and communities it operates in and the entire world. As a good corporate citizen, Outokumpu participates in the lives of its communities, above all by contributing to the economic well-being through its business operations.

Outokumpu complies with applicable laws and regulations of the countries it operates in as well as with agreements and commitments it has made. Outokumpu condemns corruption and bribery and complies strictly with competition legislation and applicable sanctions regulations.

Outokumpu Code of Conduct and Outokumpu Ways of Working

The aim of Outokumpu's Code of Conduct is to ensure that all Outokumpu employees live up to Outokumpu's Ethical Principles, Ways of Working and highest standards of integrity. The Code of Conduct guides us by setting examples and giving practical advice so that we are able to make right choices in our everyday work. It is important to remember, however, that no Code of Conduct can by itself guarantee ethical behaviour in an organization. It is up to all of us!

All Outokumpu employees must read, understand and comply with Outokumpu Code of Conduct. The stricter rules shall be applied, if local laws or regulations differ from the rules set in the Code of Conduct.

The manager of each Outokumpu team is responsible for the internal controlling of the team. Managers are expected to lead by example and support their teams in complying with the Code of Conduct. They should listen and help to answer any questions related to it and promptly act on any indications of unethical behaviour or conflicts with the Code of Conduct.



IF YOU ARE UNSURE what is the right thing to do, ask yourself:

- Is it in line with Outokumpu's Ethical Principles, Ways of Working, Code of Conduct and other policies and instructions?
- Is it legal?
- Is it ethical?
- Would I be comfortable if this action was made public?

If the answer to any of the questions is "No" or "I am not sure", seek for advice from your manager, company management or Legal and Compliance before continuing.

Outokumpu Ways of Working



We operate safely. Always.

We work safely, comply with our cardinal safety rules, assess potential risks and take appropriate measures to mitigate them.



We leverage the power of one Outokumpu.

We work together, share and combine our knowledge, across functions and regions to create best value for our customers.



We deliver.

We live up to our promises with clear roles and clear accountabilities. We have a passion for continuous improvement.



We grow people and value diversity.

We foster diversity and create work environment that allows all team-members to contribute and develop.



We act sustainably.

We are driven by creating sustainable impact, environmentally, socially and economically.



We are a trusted partner.

We are a reliable and trusted partner towards all our stakeholders, our customers, employees, investors and the communities we are operating in.

Outokumpu honors and is committed to:

- International Bill of Human Rights
- United Nations Global Compact
- UN Guiding Principles on Business and Human Rights
- ILO Declaration on Fundamental Principles and Rights at Work

We operate safely, always

“We work safely, comply with our cardinal rules, assess potential risks and take appropriate measures to mitigate them.”



Everyone working for Outokumpu has the right to a safe and healthy working environment. Outokumpu complies with all relevant legal and workplace occupational health and safety requirements.

Outokumpu believes that all accidents and occupational ill health are preventable. Outokumpu promotes well-being at the workplace whilst aiming to lessen absences. The focus is to minimize the impact of work-related risks. A safe and healthy workplace leads to higher motivation, employee engagement and improved productivity. Enacting this goal and mission requires consistent actions to promote the development of occupational health and safety systems and processes, employee ownership and consultation, commitment from leadership and overall occupational health and safety awareness.

All employees and contractors working for Outokumpu must demonstrate safe behavior according to Outokumpu's work instructions and working procedures and support others in working in a safe manner. Outokumpu strives to build a positive safety culture in the spirit of continual improvement. All hazards, near misses, accidents, and occupational illnesses must be reported so that appropriate measures can be taken to minimize their reoccurrence. Everyone is encouraged to report observations or opportunities for improvement, which is supported by Outokumpu's safety awards program.

Q: I saw one of my work colleagues slip and fall in a hole on the site yard and hurt his ankle. When I spoke to him he said that he was fine and that it didn't hurt too much and he went on his way. What should I do?

A: All incidents and accidents should be reported. You should report this to either the area supervisor/manager or your own manager in order that action can be taken to prevent a repeat of the accident.

More instructions and guidance are available in our:

[Outokumpu Environment, Health & Safety and Quality Policy](#)

[Safety Principles](#)

[Cardinal Safety Rules](#)

[Health and Safety Standards, guidance and trainings](#)

We leverage the power of one Outokumpu

“We work together, share and combine our knowledge, across functions and regions to create best value for our customers.”

Working together

We work together at Outokumpu to ensure that we provide best value for our customers and other business partners. All business relations between Outokumpu and its business partners must be based on honesty, trust and cooperation. Outokumpu conducts business in accordance with applicable laws and regulations and also requires this from its business partners. Outokumpu expects that all its business partners follow similar ethical standards as Outokumpu and become familiar with this Code of Conduct and Outokumpu's Corporate Responsibility Policy.

Outokumpu shall not do business with those who are likely to harm our reputation. All contracts and arrangements Outokumpu enters into with other parties must comply with Outokumpu's internal policies and applicable laws and regulations.

Q: One of our customers is in the news as they are involved in a serious scandal. Should I react to it?

A: We expect that our customers conduct their business in a responsible and ethical manner. In this case we might want to reconsider if we will continue doing business with them. Discuss the matter with your manager and, if necessary, the customer to better understand the situation.



Responsible purchasing

Outokumpu's purchasing decisions are made solely based on Outokumpu's best interests taking into account environmental, economic and social aspects. Suppliers will win Outokumpu business based on best value in use of product or service. Best value means the total amount spent on a particular commitment, including among other things the initial contract price, life-cycle cost of investment, effect on Outokumpu's production efficiency and quality, commission fees and other transaction costs and taxes.

Outokumpu suppliers must comply, and ensure their sub-suppliers also comply with the requirements in Outokumpu's Code of Conduct and Supplier Requirements. Suppliers are expected to co-operate in a transparent manner with Outokumpu, including granting Outokumpu the possibility to conduct audits in their facilities. Suppliers must also evaluate and monitor their own supply chain and provide proof of their practices if requested by Outokumpu.

Outokumpu is committed to providing its customers with high quality, safe and sustainable products and services that meet or exceed their expectations.

More instructions and guidance are available in our:

- [Corporate Responsibility Policy](#)
- [Outokumpu Supplier Requirements](#)
- [Know Your Business Partner Instruction](#)

Protecting company assets and information

Outokumpu employees must treat company assets and information with due care. This includes ensuring their confidentiality, integrity and availability.

Outokumpu has designed and implemented controls to safeguard and protect the company's assets. Outokumpu assets may among other things be company funds, products, intellectual property, business secrets, industrial and other tools and machines, electronic devices, vehicles and work products. Each Outokumpu employee must protect Outokumpu's assets they have been entrusted with from loss, damage, misuse and theft. Process owners have the overall accountability for asset protection and defining the criticality of the assets. Company assets may only be used for Outokumpu's business purposes and to a limited extent for other purposes approved by the management.

All employees must ensure that business secrets and other non-public information is kept confidential and such information is only accessed by and shared to authorized parties. Information and other assets of Outokumpu's customers, suppliers and other business partners that are under Outokumpu's responsibility must be protected as if it was our own.

Protecting privacy of personal data

Outokumpu is committed to the principles of good data protection and complies with applicable data protection laws and regulations. Outokumpu respects the privacy of personal data of employees and all other stakeholders and ensures that personal data is collected and processed only to the extent necessary for pre-determined and legitimate purposes. Outokumpu communicates openly and clearly about the use of personal data.

Safeguarding insider information

Taking advantage of business secrets when trading with publicly traded shares or other securities is typically illegal. Outokumpu employees may not use non-public information to buy or sell stocks or securities or for other personal gain.



Q: How can I know if information is non-public?

A: Public information is for example something that you can read from company's annual report, company website or newspapers. If information is not accessible for everyone, it is likely to be non-public. If you have doubts, you should be careful and consult your manager.

Communicating with external audiences

Outokumpu aims to build long-term relationships with all its business partners through open and accurate communications and marketing.

Outokumpu will always provide fair, accurate and honest information to the public. To ensure professional and consistent communication, all requests from the media should be forwarded to Outokumpu Communications.

Requests from financial analysts, investors and shareholders should always be forwarded to Outokumpu Investor Relations.

More instructions and guidance are available in our:

[Acceptable Use of IT Policy](#)

[IPR Policy](#)

[Data Protection Policy](#)

[Outokumpu's Insider Rules](#)

[Outokumpu's Communications Policy](#)

[Outokumpu's Disclosure Policy](#)

We deliver

“We live up to our promises with clear roles and clear accountabilities. We have a passion for continuous improvement.”



Corporate governance

Outokumpu has a system of internal controls for compliance, financial and non-financial reporting and operations. Commitment to integrity and ethical practices form part of the Group's control environment and there are processes in place to manage the performance of individuals against the expected standards of conduct.

Outokumpu implements a segregation of duties and the four eyes principles must be followed throughout the organization.

Avoiding conflicts of interest

Outokumpu employees must act in the best interest of Outokumpu. They must avoid and mitigate situations which create or have an appearance of a conflict of interest.

It is important to have an open and honest discussion on potential conflicts of interest situations. Outokumpu employees shall not use personal influence to get Outokumpu to make commitments with a business in which the employee or his/her family member has an interest. Commitments on behalf of Outokumpu where an employee has an actual or potential conflict of interest, for example due to family connections or close personal relationships, must be referred to an employee's manager for approval. Outokumpu employees cannot participate in decision making towards a business partner in which they have a personal interest.

Outokumpu employees are also not allowed to let their private investments influence, or appear to influence, their independent judgment on behalf of Outokumpu. If there is any doubt about how a private investment might be perceived, it should be disclosed to the employee's manager.

Q: Can I be involved in purchasing payroll services from a company owned by my sister?

A: You should transparently disclose your personal relationship to your manager and step aside from the decision making process where the service provider is chosen.

Conflict of interest: Anything financial, or non-financial, that can influence decision making. When your personal interests interfere with those of Outokumpu or might appear that way to others.

More instructions and guidance are available in our:

[Corporate Governance Policy](#)

[Policy on the Governance of Outokumpu Subsidiaries](#)

[Approval Policy](#)

[Internal Control Policy](#)

Financial integrity

All Outokumpu's financial books, records and accounts must accurately and honestly reflect transactions and events. They must also fulfil the demands of required accounting principles, applicable laws and regulations and requirements of Outokumpu's internal controls. The information in Outokumpu's financial and non-financial reporting must be timely, current, accurate, complete, accessible, protected if need be, verifiable and retained.

Outokumpu complies with all applicable tax laws and regulations of the countries in which it does business.

Preventing money laundering

Outokumpu complies with anti-money laundering obligations and aims to ensure that it will not put into circulation any funds or other assets making them appear legal when they in fact originate directly or indirectly from criminal offenses, such as fraud, tax evasion, human trafficking or bribery. Outokumpu does not conduct business with entities that have connections with terrorist organizations or organized crime. Outokumpu employees are required to check all customers, service providers, consultants and other third parties who Outokumpu does business with to ensure that anti-money laundering laws have not been violated.

Q: I have received an invoice for approval. The invoice contains costs that I do not recognize. My colleague might have also ordered services from the same supplier. What should I do?

A: You cannot approve an invoice, if you cannot confirm that all costs in the invoice are correct. You should discuss with your colleague. You can only approve the invoice after you have clarified the details.



More instructions and guidance are available in our:

[Outokumpu Accounting Principles](#)

[Prevention of Money Laundering and Terrorist Financing Instruction](#)

[Know Your Business Partner Instruction](#)

We grow people and value diversity

“We foster diversity and create a work environment that allows all team-members to contribute and to develop.”

Respectful employment practices

Outokumpu fully respects human rights and dignity and adheres to internationally recognized human and labor rights and standards.

All Outokumpu employees must always treat each other and all stakeholders with respect and fairness. Outokumpu fosters the diversity of our workforce and expects every Outokumpu employee to support this continuous effort. Outokumpu does not tolerate discrimination against any employee on the grounds of their racial or ethnic background, age, gender, disabilities, sexual orientation, religious beliefs, family status, social origins, political opinions, union membership or other such characteristics. Outokumpu fosters equal opportunity and diversity and ensures employees receive equal pay for work of equal value. Employment decisions will be based solely on business reasons and will be made according to applicable employment laws and regulations.

Any type of discriminating, sexually harassing, abusive, offensive or other type of harassing behavior or verbal expression is not tolerated. This includes all forms of such behavior, including physical, verbal and written acts in any form or channel.

Working conditions and rights of employees

Outokumpu's working hours, vacation times, wages and other working conditions are consistent with applicable local laws and international standards. Any form of forced or compulsory labor or the use of child labor in Outokumpu's own operations or operations of its business partners is not accepted. Employees at Outokumpu have the right to organize themselves, join associations and bargain with the company collectively.



Q: My colleague is regularly making inappropriate jokes about my team member. Should I do something?

A: This type of behaviour is not tolerated at Outokumpu. We must respect each other at work. You should bring this issue to your manager's attention or use other available reporting channels, such as our SpeakUp channel.

Any activity outside of work at Outokumpu should be clearly separated from Outokumpu employment and must not harm work performance at Outokumpu. Employees of Outokumpu are not allowed to act as, work for or receive payments for services (including board memberships) from any competitor, customer, distributor or supplier of Outokumpu without prior approval from their manager. Outokumpu employees are free to support lawful community, charity, political and religious organizations and causes of their choice, as long as they make it clear that their views and actions are not those of Outokumpu.

We act sustainably

“We are driven by creating sustainable impact, environmentally, socially and economically.”

Sustainable operations

In Outokumpu's view sustainability is a precondition for competitiveness. Sustainability is an integral part of all Outokumpu operations, activities and decision making, from materials purchasing through to production and sales. Outokumpu is committed to responsible production and aims to minimize the use of resources and the negative impact of its operations on the surrounding environment.

Cooperation with communities

Outokumpu respects the rights and interests of local communities and avoids and minimizes adverse impact. Outokumpu contributes to the community well-being through direct and indirect employment, paying taxes and other community involvement. Outokumpu participates actively and openly in the life of the communities where it operates for example by creating employment opportunities and social well-being. Outokumpu provides training to local employees, also in cooperation with employee representatives and relevant authorities.

Outokumpu supports research and development related to its field of industry and maintains close cooperation with educational institutes.

Sponsorships and donations must be approved in advance. Outokumpu does not take part in or otherwise support political activities whether they are local, communal or national and does not make donations to any political parties or groups.



Q: I have a potential idea on how we could recycle even more diligently. What should I do?

A: We are constantly working to be more sustainable, reduce waste and use our resources carefully. Irrespective of how small your idea is, speak up about it to your team and manager. No matter what your job is, you can always contribute.

More instructions and guidance are available in our:

[Corporate Responsibility Policy](#)

[Sponsorship and Donations Instruction](#)

We are a trusted partner

“We are a reliable and trusted partner towards all our stakeholders, our customers, employees, investors and the communities we are operating in.”

Zero tolerance to corruption

Outokumpu has a zero tolerance to all forms of corruption. Every Outokumpu employee must comply with applicable anti-corruption laws and regulations as well as company policies.

Offering, promising, authorizing, giving or accepting, directly or indirectly, any payments or anything of value to improperly influence a business decision or to secure special treatment is strictly prohibited and never in the interest of Outokumpu. Facilitation payments are also prohibited.

Outokumpu strictly requires that all its agents, consultants and other business partners irrespective of where they are doing business also comply with these requirements.

Using agents, consultants and distributors

Outokumpu works with commercial agents, consultants, distributors and other persons engaged in sales support purposes. Commissions or fees paid to these sales intermediaries must be based on a written contract, agreed prior to the start of the cooperation, be reasonable in relation to the value of the service or work that is provided and strictly only paid for legal activities.



Q: One of our consultants asked for a relatively large increase in commission without a business reason. What should I do?

A: The consultant could be intending to use the increase as a bribe. You should promptly report your suspicions to Outokumpu Legal and Compliance and not pay the consultant until your concerns have been investigated.

More instructions and information are available in our:

[🔗 Anti-Corruption Instruction](#)

[🔗 Consultants and Intermediaries Instruction](#)

Reasonable gifts, hospitality and travel expenses

Any gifts or hospitality offered or accepted by Outokumpu employees must be given in a legitimate business context and be reasonable, proportionate and modest in economic value. Outokumpu employees do not give or accept gifts of cash or cash equivalents (such as gift cards). Gifts shall never be offered in a manner that the recipient feels that the giver expects something in return. Any offered or accepted exceptional or frequent gifts or hospitality must be approved by Outokumpu Leadership Team member.

As a general rule Outokumpu does not give gifts or provide entertainment or travel to any government or public officials.

In certain situations, Outokumpu can pay the transportation and accommodation expenses incurred by a business partner if it is appropriate and reasonable in the context of the business and if it is not prohibited by the rules of the recipient's organization.

As a general rule, Outokumpu employees' travel expenses must be paid for by Outokumpu with the exception that Outokumpu employees can accept local transportation at the destination organized and paid for by a business partner. A business partner's offer to pay Outokumpu employee's other travel expenses for a particular trip must be approved in advance by the employee's manager.

Knowing our business partners

Outokumpu wants to know who its business partners are to ensure Outokumpu is not involved in any unethical, illegal or criminal activities. Outokumpu employees must follow Outokumpu's risk-based due diligence approach, which considers and verifies the basic facts of our business partners, for instance the company's type, business nature, domicile, end-use of our products and origin country of our purchases. Outokumpu employees shall regularly monitor the activities of their business partners to ensure Outokumpu can continue business with them.



Outokumpu complies with applicable global trade sanction regimes, anti-money laundering and terrorist financing laws. Outokumpu does not buy from or supply products or materials to any countries, territories, individuals or entities in breach or violation of any applicable sanctions, export restrictions and other similar restrictive measures. Outokumpu expects its employees, customers, suppliers and other business partners to comply with these laws, regulations and restrictions as well.

Sanctions: Economic or financial sanctions or trade embargoes or similar or equivalent restrictive measures as well as export control regulations imposed, administered, enacted or enforced from time to time by a government or governmental or inter-governmental body or organization or other relevant sanctions authority, including but not limited to those imposed by the United Nations, the European Union, the United States or any other applicable jurisdiction.

More instructions and information are available in our:

[📄 Anti-Corruption Instruction](#)

[📄 Know Your Business Partner Instruction](#)

Fair and open competition

Outokumpu competes openly and fairly and does not tolerate any form of prohibited cooperation with competitors. Outokumpu and all its employees must comply with all applicable antitrust and competition laws and regulations in all situations, formal or informal, during and outside work hours. Outokumpu ensures that all commercial agreements with competitors, customers, distributors and other business partners comply with applicable competition laws and regulations, and Outokumpu does not abuse a dominant position, if it has one. Outokumpu's internal competition law rules must be followed even if this goes beyond the local legal minimums.

Q: You meet an old colleague who currently works for a competitor. He is interested to hear more about Outokumpu's current pricing strategies. What can you discuss with him?

A: You should only discuss publicly available information. Do not disclose any information on our prices. If you are unsure whether a topic is acceptable, do not even bring it up with the competitor's employee. Consult Legal and Compliance as needed.

Any new memberships of trade associations must be approved in advance.

Outokumpu employees are encouraged to ask their manager or other members of the company's management or Outokumpu Legal and Compliance if they have any questions on competition law compliance.



More instructions and guidance are available in our:

[🔗 Competition Law Compliance Policy](#)

[🔗 Memberships in Industrial Associations and Lobbying Policy](#)

How do I raise concerns?

Raising concerns

Any activity that is against applicable laws, regulations or Outokumpu practices, or activity that can cause direct or indirect financial or other damage to Outokumpu, its employees or other stakeholders is considered misconduct. Outokumpu employees are expected to take action to prevent any problems and protect Outokumpu's reputation. Outokumpu has a strict non-retaliation policy to reports made in good faith.

Employees must report suspected misconduct to their immediate manager, manager's manager or other members of the company management. If this is not possible due to confidentiality or the nature of the matter, suspected misconduct must be reported to Outokumpu Internal Audit, Compliance or HR. When other channels do not feel comfortable, concerns shall be reported via SpeakUp channel.

To report misconduct:

1. Contact your manager, or your manager's manager

OR

2. Contact company management

OR

3. Contact Internal Audit, Compliance or HR

OR

4. When other channels do not feel comfortable, report your concerns and engage in communication with Outokumpu via SpeakUp channel

SpeakUp

SpeakUp is a confidential communication channel hosted by a third party, which allows employees and external stakeholders to report alleged misconducts confidentially and also anonymously, if allowed by the local laws and regulations.

Responsibility and accountability

All Outokumpu employees are responsible for complying with Outokumpu Code of Conduct. Failing to do so will lead to disciplinary measures appropriate to the violation, including dismissal.

Audits and investigations

Outokumpu employees are required to fully cooperate with all audits and investigations as requested by the company. Outokumpu will also cooperate with reasonable requests for information from government agencies and regulators. All information provided by Outokumpu must be truthful and accurate. It is important that Outokumpu employees consult with Outokumpu Legal and Compliance before responding to any non-routine requests.

Contact information for reporting concerns:

Outokumpu employees:

[🔗 Reporting concerns on O'net](#)

External partners:

[🔗 SpeakUp channel on our webpage](#)

More instructions and guidance are available in our:

[🔗 Reporting Misconduct Instruction](#)



Working towards a world that lasts forever

We believe in a world that is efficient, sustainable, and designed to last forever. The world deserves innovations that can stand the test of time and are ready to be born again at the end of their life cycle. Stainless steel is vital in enabling a sustainable world with economic prosperity.