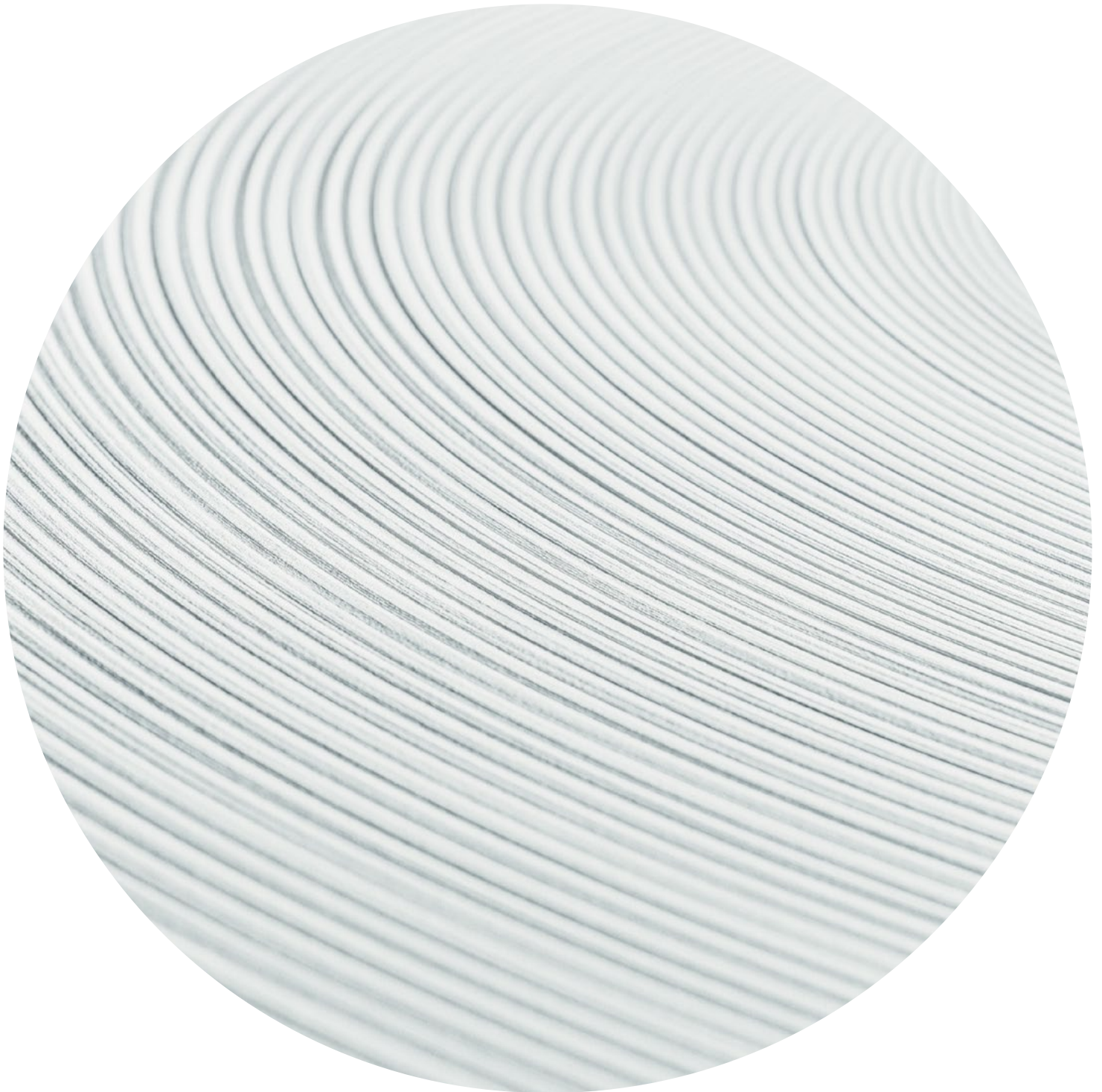


# METSÄ BOARD

Corporate governance statement **2019**



**Metsä**

# Corporate governance statement

## INTRODUCTION

This statement describing the corporate governance of Metsä Board Corporation (Metsä Board or Company) has been issued as a separate statement pursuant to the Securities Markets Act and the Finnish Corporate Governance Code 2020 and is published concurrently with the Company's financial statements and report of the Board of Directors. The Finnish Corporate Governance Code from 2020 is available at the website of the Finnish Securities Markets Association at [www.cgifinland.fi](http://www.cgifinland.fi).

Metsä Board is a Finnish public limited company whose A and B series shares are subject to public trading on the official list of NASDAQ OMX Helsinki Ltd. (Helsinki Stock Exchange). In its administration and governance Metsä Board applies Finnish laws, especially the Companies Act, the Company's Articles of Association and rules and regulations issued pursuant to laws, including those issued by the Financial Supervisory Authority and applying to listed companies. Metsä Board also complies with the rules and recommendations of the Helsinki Stock Exchange as applicable to listed companies.

Metsä Board prepares its financial statements and interim reports according to the International Financial Reporting Standards (IFRS). The financial statement documents are prepared and published in Finnish and English.

Metsä Board's headquarters are located in Espoo, Finland. The Company's registered domicile is Helsinki.

## APPLICATION OF THE FINNISH CORPORATE GOVERNANCE CODE

As a Finnish listed company, Metsä Board applies the Finnish Corporate Governance Code of 2020, which became effective on 1 January 2020. Currently Metsä Board does not deviate from any single recommendation of the Code. This statement has been issued in compliance with the regulations concerning reporting content set out in the code. This statement has been reviewed by the Board of Directors' Audit Committee.

## METSÄ BOARD'S GOVERNANCE STRUCTURE

The Company's statutory bodies include the General Meeting of Shareholders, the Board of Directors and the CEO. In addition, a Corporate Management Team assists the CEO in the operative management of the Company and in coordinating its operations. Members of the management team are not members of the Board of Directors. The tasks and responsibilities of the different corporate bodies are specified in the Finnish Companies Act.

Metsä Board has a function based organisation, including marketing and sales, production and technology, finance, business development and human resources. Function heads are member of the Corporate Management Team. Functions are supported by centralized support functions, most of which are common with other Metsä Group companies. support

functions are based on specific service agreements, the terms of which are at arm's length.

## GENERAL MEETING

The General Meeting of Shareholders is the Company's highest decision-making body where shareholders use their decision-making power. Each shareholder is entitled to participate in a General Meeting by following the procedure described in the notice to the General Meeting. According to the Companies Act, the General Meeting decides on the following matters, among others:

- amending the Articles of Association
- approving the financial statements
- profit distribution
- mergers and demergers
- acquisition and transfer of own shares
- appointing the members of the Board and specifying their and Board committee members' compensation
- appointing the auditor and specifying his compensation.

Shareholders are entitled to put forward a matter pertaining to the General Meeting to be addressed when the shareholder delivers a written request to this effect so well in advance that the matter can be included in the notice to the meeting. The Company has specified January 15th as the relevant deadline. In

## CORPORATE GOVERNANCE IN METSÄ BOARD



addition, a shareholder has a right to present questions on the items on the agenda of the General Meeting. A shareholder is entitled to participate in a General Meeting when he/she is included in the register of shareholders eight (8) working days before the General Meeting. An Annual General Meeting takes place each year in June at the latest. Notice to a General Meeting is served at the earliest three months and at the latest three weeks before the meeting by publishing it on the Company's website and by publishing the notice or a summary thereof in at least one Finnish newspaper of general circulation.

An Extraordinary General Meeting will convene if the Board finds it necessary, or if the auditor or shareholders representing at least 10 per cent.

## BOARD OF DIRECTORS

The Board of Directors is responsible for the Company's administration and arranging the Company's operations properly according to applicable laws, the Articles of Association and good corporate governance. The general authority of the Board cover matters that are far-reaching and unusual, strategically significant or unusual and which therefore do not belong to the Company's day-to-day business operations. The Board supervises Metsä Board's operations and management and decides on strategy, major investments, the Company's organisation structure and significant financing matters. The Board supervises the proper arrangement of the Company's operations, and ensures that accounting and asset management control, financial reporting and risk management have been organised in an appropriate manner.

For its operation, the Board has a written working order. In accordance with the working order, the Board's tasks include:

- appointing the CEO and discharging him and ensuring that the CEO takes care of the Company's day-to-day administration in accordance with the regulations and guidelines given by the Board;
- establishing necessary committees, appointing their members and approving their working orders;
- addressing and approving the long range plan and corporate strategy;
- accepting the annual operational plan and budget;
- monitoring how the Company's accounting, asset management, risk control and financial reporting are arranged;
- deciding on significant investments, business acquisitions, divestments and closures of operations;
- deciding on considerable investments and financing arrangements;
- deciding on the transfer and pledging of the Company's significant real property;
- deciding on management authorizations and granting rights to represent the Company;

- monitoring that the Company's Articles of Association are complied with;
- convening the General Meeting and monitoring that the decisions taken by the General Meeting are implemented;
- signing and presenting the financial statements to the Annual General Meeting for approval, and preparing a proposal for the use of profits;
- approving key policies and guidelines, including the insider guidelines;
- publishing the financial statements bulleting as well as interim and half-year financial reports;
- publishing or authorizing the CEO to publish all inside information likely to have a significant effect on the value of the Company's shares, or which otherwise have to be made public according to the Finnish Securities Markets Act or the Rules of the Helsinki Stock Exchange.

The working order of the Board of Directors is presented in full on the Company's website ([www.metsaboard.com/Investors/Corporate Governance](http://www.metsaboard.com/Investors/Corporate%20Governance)). The Board can delegate matters in its general authority to the CEO and correspondingly take charge of decision-making in a task that belongs to the CEO's general authority.

On an annual basis, the Board assesses its own operation and the Company's governance and decides on any necessary changes.

The Board convenes on a regular basis. In the financial year 2019, the Board held a total of 13 meetings, two of which were telephone meetings. The attendance rate of the members was 100 per cent (98% in 2018 and 100% in 2017).

## COMPOSITION, DIVERSITY AND INDEPENDENCE OF THE BOARD OF DIRECTORS

The composition and number of members of the Board of Directors must facilitate effective fulfilment of the Board's tasks. The composition of the Board of Directors takes into account the development phase of the Company, ownership structure, the special requirements of the industry and the needs of the Company's operations. Both genders are represented on the Board of Directors. A member of the Board must possess the competence required by the task and the opportunity to allocate sufficient time for the task.

The Board recognizes the benefits to the Company and its shareholders of a diverse and broad Board composition. Diversity supports the Board's open work atmosphere and decision-making. The Board is responsible for the company's administration and the proper arrangement of its operations. A key task of the Board is also to support and challenge the operative management from various perspectives in a consistent and predictable manner. The successful working by the Board and its Committees requires a diverse composition, knowledge and experience base as well as taking into account the personal qualities

of individual members. Metsä Board has identified that key diversity factors for the company include industry knowledge, experience from different fields of business and the international business scene. In addition, varying educational backgrounds, management experience from different business sectors and a varying age and gender structure have been identified as items promoting diversity. Metsä Board's target is to have both genders represented at the Board. Further, diversity shall correspond to and support the company's then current development stage and respond to the Company's and its business' future development needs. The Board evaluates the successful implementation of these targets as part of its and its Nomination and Compensation Committee's normal operation.

According to the Articles of Association, a minimum of five and a maximum of ten ordinary members shall be appointed to the Board of Directors by the shareholders at the Annual General Meeting for a one-year period at a time. The number of consecutive terms is not limited. At present, the Board has nine members.

The Board appoints a Chairman and a Vice Chairman from among its members. The Annual General Meeting of 2017 appointed the following persons as members of the Board of Directors:

- Mr Hannu Anttila, born 1956, independent of the Company, M.Sc. (Econ.), member since 2018, 131,177 B-shares
- Mr Martti Asunta, born 1955, Vice Chairman, independent of the Company, M.Sc. (For.), member since 2008, 55,903 B-shares
- Ilkka Hämälä, born 1959, Chairman, M.Sc. (Eng.), member since 2018, 218,717 B-shares
- Ms Kirsi Komi, born 1963, independent member, L.L.M., member since 2010, 73,012 B-shares
- Mr Kai Korhonen, born 1951, independent member, M.Sc. (Eng.), member since 2008, 209,782 B-shares
- Ms Liisa Leino, born 1960, independent member, M.Sc. (Nutrition), member since 2009, 177,657 B-shares
- Mr Jussi Linnaranta, born 1972, independent of the Company, M.Sc. (Agr.), member since 2017, 14,187 B-shares.
- Mr Juha Niemelä, born 1946, independent member, M.Sc. (Econ.), member since 2007, 171,657 B-shares
- Mr Veli Sundbäck, born 1946, independent member, L.L.M., member since 2013, 62,677 B shares

These ownerships include shares possibly owned by controlled entities as at 31 December 2019.

A majority of the members of the Board of Directors are independent of both the Company and its significant shareholders. As President and CEO of Metsä Group Chairman Hämälä is dependent on both the Company and its majority shareholder Metsäliitto

Cooperative. Martti Asunta and Jussi Linnaranta are members of the Board of Metsäliitto Cooperative and consequently dependent on a significant shareholder. Hannu Anttila is, based on a general evaluation, independent of the Company but until the summer of 2020 dependent on his former employer Metsäliitto Cooperative. Juha Niemelä, Liisa Leino and Kai Korhonen have each served on the Board for more than 10 consecutive years but are considered as independent of the Company and its significant shareholders, based on the Board's general evaluation.

The Board's Nomination and Compensation committee proposes to the Annual General Meeting convened for March 28, 2018 that current Board members Anttila, Hämälä, Komi, Korhonen, Linnaranta, Leino and Sundbäck be re-elected for a new term and further that Jukka Moisio and Timo Saukkonen be elected as new members. Further information on existing and proposed Board members is available on the Company's website at ([www.metsaboard.com/Investors/CorporateGovernance](http://www.metsaboard.com/Investors/CorporateGovernance)).

## BOARD COMMITTEES

Board committees provide assistance to the Board of Directors, preparing matters for which the Board is responsible. The Board of Directors appoints an Audit Committee and a Nomination and Compensation Committee from among its members. Every year after the Annual General Meeting, the Board of Directors appoints each committee's chairman and members. The Board of Directors and its committees can also seek assistance from external advisors.

Final decisions concerning matters related to the tasks of the committees are made by the Board of Directors on the basis of committee proposals, excluding proposals on Board composition and compensation made directly to the General Meeting by the Nomination and Compensation Committee.

## AUDIT COMMITTEE

The Audit Committee is responsible for assisting the Board of Directors in ensuring that the company's financial reporting, calculation methods, annual financial statements and other financial information made public by the Company are correct, balanced, transparent and clear. On a regular basis, the Audit Committee reviews the internal control and management systems and monitors the progress of financial risk reporting and the auditing of the accounts. The Audit Committee assesses the efficiency and scope of internal auditing, the company's risk management, key risk areas and compliance with applicable laws and regulations. The committee gives a recommendation to the Board concerning the appointment of auditors to the Company. The Audit Committee also processes the annual plan for internal auditing and the reports prepared on significant auditing.

The Audit Committee consists of four Board members. Since the Annual General Meeting of 2019, Kai Korhonen has been chairman of the Audit Committee with Hannu Anttila, Kirsi Komi and Veli Sundbäck as members. Korhonen, Komi ja Sundbäck

are independent of the Company and its significant shareholders while Anttila is independent only of the Company.

The committee members must have adequate expertise in accounting and financial statement policies. The Audit Committee convenes on a regular basis, at least four times a year, including meeting with the Company's auditor. The committee chairman provides the Board with a report on each meeting of the Audit Committee. The tasks and responsibility areas have been specified in the committee's working order which the Board has approved ([www.metsaboard.com/Investors/CorporateGovernance](http://www.metsaboard.com/Investors/CorporateGovernance)).

When necessary, the following persons are also represented in the Audit Committee meetings as summoned by the Committee: the auditor, Chief Executive Officer and Chief Financial Officer as well as other management representatives and external advisors.

The Audit Committee convened four times during 2019 and the attendance rate of the members was 100 per cent (94% in 2018 and 100% in 2017).

## NOMINATION AND COMPENSATION COMMITTEE

The task of the Nomination and Compensation Committee is to assist the Board of Directors in matters related to the appointment and compensation of the company's CEO, a possible Deputy CEO and the senior management and prepare matters related to the reward schemes for management and employees. In addition, the Committee prepares for the Annual General Meeting a proposal on the number of Board members, Board composition and Board member compensation. The Committee also recommends, prepares and proposes to the Board the CEO's (and a Deputy CEO's) nomination, salary and compensation, and further evaluates and provides the Board and the CEO with recommendations concerning management rewards and compensation systems.

The Committee consists of five Board members. It convenes on a regular basis at least four times a year. The Committee chairman presents the proposals issued by the Committee to the Board. The tasks and responsibilities of the Nomination and Compensation committee have been specified in the committee's working order, which the Board approves ([www.metsaboard.com/InvestorRelations/CorporateGovernance](http://www.metsaboard.com/InvestorRelations/CorporateGovernance)).

Since the Annual General Meeting of 2019, Ilkka Hämälä has been chairman of the Nomination and Compensation Committee with Martti Asunta, Liisa Leino, Jussi Linnaranta and Juha Niemelä as members.

The Nomination and Compensation Committee convened three times during 2019 and all members participated in all meetings (the attendance rate was 100% also in 2018 and 2017).

## CHIEF EXECUTIVE OFFICER

Chief Executive Officer Mika Joukio, M.Sc.(Eng.), born 1964, is responsible for the daily management

of the Company's administration according to the guidelines and instructions given by the Board. In addition, the CEO is responsible for ensuring that the Company's accounting has been carried out according to applicable laws and that asset management has been organised in a reliable manner. The CEO manages the Company's daily business and is responsible for controlling and steering the functions.

The CEO has a written CEO contract approved by the Board. The Board monitors the CEO's performance and provides a performance evaluation once a year. The CEO is covered by the Finnish Employees' Pension Act, which provides for a pension compensation based on service years and earnings. Basic salary, rewards and fringe benefits are included in the calculation, but not stock option or share plan based income. The Company has commissioned an extra pension insurance policy for the CEO, entitling the CEO to retire at the age of 62. The policy entitles the CEO to receive pension compensation equal to 60 per cent of his salary at the time of retirement (calculated in accordance with Finnish pension laws) on the basis of a five-year-period preceding the moment of retirement.

The Board appoints and discharges the CEO. The Board can discharge the CEO without a specific reason. The CEO can also resign from his assignment. The mutual term of notice is six months. The Board may, however, decide to discharge the CEO without a period of notice. When the service contract of the CEO is terminated by the Board, the CEO is entitled to receive discharge compensation equal to his 12-month salary.

## DEPUTY TO THE CEO

The Board can at its discretion appoint a Deputy to the CEO. The Deputy to the CEO is responsible for carrying out the CEO's tasks when the CEO is unable to perform his duties. For the time being no Deputy to the CEO has been appointed.

## CORPORATE MANAGEMENT TEAM

In the operative management of Metsä Board, the CEO is assisted by the Corporate Management Team, which consists of Mika Joukio, CEO, together with function heads Ari Kiviranta (Business Development), Jussi Noponen (Finance and Control), Sari Pajari (Marketing and Sales), Harri Pihlajaniemi (Production and Technology) and Camilla Wikström (Human Resources), who all report to the CEO.

Each Corporate Management Team member has a written employment or service contract. With the exception of the CEO members of the Corporate Management Team have no extraordinary pension arrangements which would deviate from applicable pension legislation. The term of notice of Corporate Management team members is six months.

The Corporate Management Team's tasks and responsibilities include planning investments, specifying and preparing the Company's strategic guidelines, allocating resources, controlling routine functions as well as preparing several matters to be reviewed by the Board.

The Corporate Management Team convenes at the Chairman's invitation once a month, as a rule, and also otherwise when necessary.

The Corporate Management Team members' owned the Company's shares at the end of the financial year 2019 were as follows:

Mika Joukio	297,700 B-shares
Ari Kiviranta	45,000 B-shares
Jussi Noponen	73,000 B-shares
Sari Pajari	66,075 B-shares
Harri Pihlajaniemi	0 shares
Camilla Wikström	17,807 B-shares

Possible controlled entities of management team members do not hold shares in the Company.

## INTERNAL CONTROL, INTERNAL AUDITING AND RISK MANAGEMENT

Profitable business requires that operations are monitored continuously and with adequate efficiency. Metsä Board's internal management and control procedure is based on the Finnish Companies Act, regulations and recommendations for listed companies, the Articles of Association and the company's own approved principles and policies. The functionality of the company's internal control is evaluated by the company's internal auditing. Internal control is carried out throughout the organisation. Internal control methods include internal guidelines and reporting systems. The following describes the principles, objectives and responsibilities of Metsä Board's internal control, risk management and internal auditing.

### INTERNAL CONTROL

Being a listed company, Metsä Board's internal control is steered by the Finnish Companies Act and the Securities Market Act, other laws and regulations applicable to the operations and the rules and recommendations of the Helsinki Stock Exchange, including the Corporate Governance Code. External control is carried out by Metsä Board's auditor and the authorities.

In Metsä Board, internal control covers financial reporting and other monitoring. Internal control is implemented by the Board and operative management as well as the entire personnel. Internal control aims to ensure achieving the goals and objectives set for the company; economical, appropriate and efficient use of resources; correct and reliable financial information and other management information; adherence to external regulations and internal policies; security of operations, information and property in an adequate manner; and the arrangement of adequate and suitable manual and IT systems to support operations.

Internal control is divided into (i) proactive control, such as the specification of corporate values, general operational and business principles; (ii) daily control, such as operational systems and work instructions related to operational steering and monitoring; and (iii) subsequent control, such as management evalua-

tions and inspections, comparisons and verifications with the aim of ensuring that the goals are met and that the agreed operational and control principles are followed. The corporate culture, governance and the approach to control together create the basis for the entire process of internal control.

### MONITORING OF THE FINANCIAL REPORTING PROCESS, CREDIT CONTROL AND AUTHORISATION RIGHTS

The financial organisations of the functions and the central administration are responsible for financial reporting. The units and functions report the financial figures each month. The functions' control functions check their units' monthly performance and report them further to central administration. Functions' profitability development and business risks and opportunities are discussed in monthly meetings attended by senior management of the Company and of the function in question. The result will be reported to the Board and the Corporate Management Team each month. The Board presents the Financial Statements to the Annual General Meeting for approval, approves the financial statement bulletin and quarterly reports and decides on their publication. The Company's internal guidelines provide detailed descriptions on the reporting and control rules and the reporting procedure.

Credit control in Metsä Board has been centralised under a Credit Committee, which convenes at least each quarter. The development of trade receivables is monitored in each sales company by credit controllers under the supervision of the Group VP of Credits. Counterparty-specific credit limits are set within the boundaries of the credit policy confirmed by the Board in cooperation with centralised credit control and business area management. The development of credit risks is reported to the Board on a regular basis.

Authorisation rights concerning expenses, significant contracts and investments have been specified continuously for different organisation levels according to the decision-making authority policy confirmed by the Board and the authority separately granted by the CEO and other management personnel. Investment follow-up is carried out by the Group's financial administration according to the investment policy confirmed by the Board. After pre-approval, investments are taken to the management teams of the functions and the Corporate Management Team within the framework of the annual investment plan. Most significant investments are separately submitted for Board approval. Investment follow-up reports are compiled each quarter.

### INTERNAL AUDITING

Internal auditing assists the Board and CEO with their control tasks by evaluating the quality of internal control maintained in order to achieve the Company's objectives. In addition, internal auditing supports the organisation by evaluating and ensuring the functionality of business processes, risk management and the management and administration systems.

The key task of internal auditing is to assess the efficiency and suitability of internal control concerning the company's functions and units. In its assignment, internal auditing evaluates how well the operational principles, guidelines and reporting systems are adhered to, how property is protected and how efficiently resources are used. Internal auditing also acts as an expert in development projects related to its task area and prepares special reports at the request of the Audit Committee or operative management.

Internal auditing operates under the supervision of the Audit Committee and the CEO. Audit observations, recommendations and the progress of measures are reported to the management of the target audited, the company management and the auditor. Every six months, internal auditing reports its auditing measures, plans and operations to the Audit Committee. Internal auditing applies in its tasks a working order approved by the Board of Directors.

The action plan of internal auditing is prepared for one calendar year at a time. The aim is to allocate the auditing to all functions and units at certain intervals. Auditing is annually allocated to areas that are in a key position regarding the evaluated risk and the company's objectives at the time. The topicality and appropriateness of the action plan are processed with the Company's management every six months.

The scope and coordination of the auditing operations are ensured through regular communication and information exchange with other internal assurance functions and the auditor. When necessary, internal auditing uses external service providers for temporary additional resourcing or special expertise for carrying out demanding evaluation tasks.

### RISK MANAGEMENT

Risk management is an essential part of Metsä Board's standard business planning and leadership. Risk management belongs to daily decision-making, operations follow-up and internal control, and it promotes and ensures that the objectives set by the Company are met.

Linking business management efficiently with risk management is based on the operational principles confirmed by the Board; the aim of the principles is to maintain risk management as a process that is well defined, understandable and sufficiently practical. Risks and their development are reported on a regular basis to the Board's Audit Committee. Centralised risk management also takes care of the coordination and competitive bidding of Metsä Board's insurance coverage.

The most crucial objective of risk management is to identify and evaluate those risks, threats and opportunities which may have an impact on the implementation of the strategy and on how short-term and long-term objectives are met. The businesses regularly evaluate and monitor the risk environment and related changes as part of their normal operational planning. The risks identified and their control is reported to the Audit Committee and the Board at least twice a year. Business risks also involve opportunities, and they can be utilised within the boundaries of the agreed risk limits. Conscious risk-taking decisions

must always be based on an adequate evaluation of the risk-bearing capacity and the profit/loss potential, among other things, which shall be conducted before any pre-planning and execution phases of projects and investments.

Risk management responsibilities in Metsä Board are divided among different functions. The Board is responsible for the Company's risk management and approves the Company's risk management policy; the Audit Committee evaluates the levels and procedures of the Company's risk management and the essential risk areas and provides the Board with related proposals. The CEO and the Management Team are responsible for the specification and adoption of the risk management principles. They are also responsible for ensuring that the risks are taken into account in the company's planning processes and that risk reporting is adequate and appropriate. The Vice President of Risk Management reports to the CFO and is responsible for the Company's risk management process development, coordination, the implementation of risk evaluation and the essential insurance decisions. Businesses and support functions identify and evaluate the essential risks related to their own areas of responsibility in their planning processes, prepare for them, take necessary preventive action and report on the risks as agreed.

Metsä Board's essential risk management elements include implementing a comprehensive corporate risk management process that supports the entire business, protecting property and ensuring business continuity, corporate security and its continuous development, as well as crisis management and continuity and recovery plans. According to the risk management policy and principles, adequate risk management forms a necessary part of the preliminary review and implementation stages of projects which are financially or otherwise significant.

The tasks of Metsä Board's risk management are to

- ensure that all identified risks with an impact on personnel, customers, products, property, information assets, corporate image, corporate responsibility and operational capacity are controlled according to applicable laws and on the basis of best available information and financial aspects
- ensure that the company's objectives are met
- fulfil the expectations of stakeholders
- protect property and ensure disruption-free business continuity
- optimise the profit/loss possibility ratio
- ensure the management of the company's overall risk exposure and minimise the overall risks.

The most significant risks and uncertainties that the company is aware of are described in the Report of the Board of Directors.

## AUDITING

According to Metsä Board's Articles of Association, the company has one auditor who shall be an auditing firm authorised by the Central Chamber of Com-

merce of Finland. The General Meeting appoints the auditor each year. The Audit Committee together with the Audit Committee of the parent entity Metsäliitto Cooperative arranged in 2011 a tender for the auditing services. As a result of the tendering, the Company's long-term auditor PricewaterhouseCoopers Oy was at the 2012 Annual General Meeting changed to KPMG Oy Ab. Pursuant to the decision of the Annual General Meeting of 2019, KPMG Oy Ab acts as the Company's auditor and appointed Kirsi Jantunen, APA, as the new auditor with main responsibility. Pursuant to EU's Audit Directive an audit entity may act as a company's auditor for a maximum of 10 years, following which audit services shall be subject to tendering. Should the same auditor be re-elected in the tendering, it may proceed as the company's auditor for another 10 years at maximum. Thereafter the auditor must be changed. The Audit committee controls the appointment procedure of the auditors and provides the Board and the General Meeting with a recommendation for the appointment of the auditor.

In 2019, KPMG Oy Ab received EUR 196,064 (EUR 234,389 in 2018 and EUR 240,258 in 2017) in auditing compensation, KPMG internationally received altogether EUR 413,528 (EUR 410,642 in 2018 and EUR 401,359 in 2017) and other auditing firms outside Finland were paid EUR 23,484 (EUR 40,984 in 2018 and EUR 36,844 in 2017). In addition, KPMG has received EUR 34,327 (EUR 6,825 in 2018 and EUR 22,449 in 2017) for services not related to the actual auditing of the accounts.

## INSIDER ADMINISTRATION

Metsä Board group complies in insider matters with Finnish laws, namely the Securities Markets Act, the Regulation N:o 596/2014 by the European Parliament and the Commission on market abuse (MAR) and supporting orders and regulations as well as the insider guidelines of NASDAQ OMX Helsinki Ltd. (Helsinki Stock Exchange) ([https://business.nasdaq.com/Docs/Nasdaq-Helsinki-Guidelines-for-Insiders\\_FI\\_upcoming%20version.pdf](https://business.nasdaq.com/Docs/Nasdaq-Helsinki-Guidelines-for-Insiders_FI_upcoming%20version.pdf)). The Board has based on the above rules approved the Company's own insider guidelines.

Pursuant to MAR Article 14 and Chapter 51 of the Penal Code, a person who possesses inside information shall not (i) engage or attempt to engage in insider dealing by acquiring or transferring financial instruments in his own name or on behalf of a third party, (ii) recommend that another person engage in insider dealing or induce another person to engage in insider dealing, (iii) unlawfully disclose inside information to another person, unless such disclosure is made as part of carrying out normal work duties. The purpose of insider management is to enable a transparent ownership of the Company's securities by the Company's insiders, while simultaneously maintaining public trust in the trading with the Company's securities and their price formation. The Company recommends only long-term investments. Insiders are being trained at regular intervals.

Following the MAR becoming effective on 3 July 2017, the Company no longer has a register of public insiders and the Company no longer maintains a permanent company-specific insider register. The Company shall, when required and by decision of the Chairman of the Board of Directors, set up a project-specific insider register to cover all persons who are involved in the preparation of a specific project containing insider information.

The Company's managers with a duty to notify include members of the Board of Directors and the CEO. The holdings of such managers and their related parties is public. Each of them has an individual duty vis-à-vis the Company and the competent supervisory authority to notify all transactions executed with the shares and other financial instruments of Metsä Board. Metsä Board will publish all such notifications by means of a stock exchange release.

Trading in the Company's shares and other financial instruments is prohibited during a period starting at the end of each reporting period and lasting until the results release has been published (always at minimum 30 days; "closed window"). This prohibition applies not only to managers with a duty to notify but also to such other persons specified by the Company who participate in the preparation of financial reports.

## RELATED PARTY TRANSACTIONS

The Board of Directors has determined the principles applicable to the review and evaluation of business transactions with related parties. The Company's business activities include contractual relationships with the parent entity Metsäliitto Cooperative and affiliated companies Metsä Fibre Oy and Metsä Tissue Oy. The most significant of these include raw material (such as wood and pulp) sourcing and acting in jointly operated integrated mill sites. The Board decides on contractual relationships with related parties, unless they relate to the Company's regular business and are of minor importance. In situations where the Board of Directors addresses a business relationship or other contractual relationship or connection to Metsäliitto Cooperative or the Company's affiliated companies, the Board of Directors shall, as a rule, act without those of its members who are dependent on Metsäliitto Cooperative or the relevant affiliated company. The Audit Committee follows up and analyses contractual relationships between the Company and its related parties.

To assess the independence and impartiality of the members of the Board of Directors, the members shall notify the Company of circumstances that may have an impact on the member's ability to act without conflict of interest. As at 31 December 2019, neither the Board members, nor the Company's CEO or the Corporate Management Team members had monetary loans from the Company or its subsidiaries. No security arrangements or significant business relations existed between these persons (including their related parties as defined in IFRS) and the Company during 2019.