

Addendum to Vestas Social Media guidelines for subcontractor and third-party individuals

Vestas employees and third-party colleagues are asked to follow and respect guidelines on social media usage and content creation that may have an impact on Vestas' brand.

We have compiled simple guidance that should help you to act correctly on social media and avoid any negative situations.

1. How should I behave on social media? Do I need to follow Vestas' rules?

Vestas asks that all subcontractor and third-party colleagues adhere to some basic social media guidelines regarding behaviour on social media. This is put in place, not only to protect the integrity of the Vestas brand, but also to avoid negative situations for you as an individual.

We ask that you respect some basic "dos and don'ts" to ensure a positive online experience.

2. Can I take a photo/video at a Vestas location to share on my Social Media channels?

Vestas guidelines on obtaining and using photo and / or video content at any of our locations are governed by local rules and regulations, supplier agreements, and the Business Partner Code of Conduct. Third-party colleagues should consult their line management to follow the correct approvals in order to take photos or videos at any Vestas site, facility or workplace. Irrespective of local guidance, permission to use an image or video must always be sought from respective Vestas person in charge (i.e. Site Manager, Head of Facility, Marketing dept.).

3. If I receive permission to take a photo/video, how should I go about using it?

- a. All parties must respect Vestas' site and facility rules – these guidelines are complementary and shall not overrule existing policy or agreements
- b. Respect contractual obligations with third-party stakeholders
- c. Obtain written permission from any person visible and recognisable in photo and / or video content taken at any given Vestas location, including employees

- d. Understand and respect privacy policy, GDPR legislation and local laws. If you require additional information, please contact dataprivacy@vestas.com
- e. Review and receive the permission from the Vestas person in charge to do so.

If you have any additional questions or concerns, please reach out to socialmedia@vestas.com

For marketing requests and content collaborations, please contact your local marketing representative or email branding@vestas.com

Please do

- Like content from any of our official Vestas SoMe channels
- Forward, re-tweet, and share content from any of our official Vestas SoMe channels
- Add a supportive comment to Vestas posts
- Source and share relevant and positive industry stories
- Be on the lookout for good (and bad) content – including health, safety and security threats
- Contact socialmedia@vestas.com if you are in any doubt.

Please do not

- Use unauthorised solutions to share content
- Post/share if you are unsure whether the content is correct, official, or could violate the Vestas Code of Conduct in any way
- Create any non-official content using Vestas' brand or intellectual property
- Discuss sensitive Vestas topics online or disclose information about the business or colleagues
- Hide behind your profile or speak in the name of Vestas
- Discriminate or share content that may do so.