

RESPONSIBLE PURCHASING CHARTER



TABLE OF CONTENTS



1 Why a Charter for Responsible Purchasing?

2 Health and Safety at work

3 Environmental protection

4 Labour practices and labour rights

5 Business ethics & professional good practices

6 Implementation

A message from the CEO of Adisseo



Dr Zhigang HAO

Adisseo is a global expert in animal nutrition, offering a comprehensive range of additives and services based on the excellence and quality of its expertise.

As a reference partner for its customers and a historic innovator in its industry, Adisseo and its employees are committed to a sustainable growth model and contribute to feeding the planet in a high-quality, affordable, safe and sustainable way.

Adisseo has become a key player in improving the food chain through the carefully controlled quality and safety of its products and industrial processes, while protecting animals, people and the environment. Based on a strong international DNA, resources and supply are distributed on a global scale to ensure an optimized industrial footprint.

*Aware of current and future environmental, economic and social challenges, and keen to set an example as a player recognized for its high-quality products worldwide, the Adisseo Purchasing Department implements a purchasing policy in phase with Adisseo's values and behaviors as described in our **Code of Ethics**, with the principles of Sustainable Development and with Corporate Social Responsibility.*

To this end, it has decided to issue a "Responsible Purchasing Charter" designed to underpin all the contracts it enters into.

In the long term, this charter should help to promote a Nature-friendly range of products and services, and growth that reflects the humanist values of sustainable development, thus fostering the emergence of cleaner, more "sustainable" production processes.

It fully incorporates Adisseo's vision of a future for itself and its employees.

"Everyone at Adisseo knows that sustainable development and generally, societal commitment are factors of growth and progress for a world which is more respectful of the environment but also more human."

The commitment of the Purchasing Director



Marc PROTO

Beyond the respect of all local laws and regulations which is a given, the purpose of this charter is to clarify what we require from our suppliers and partners, and specify Adisseo's commitments concerning the respect of safety, environment, social issues, business ethics and supply chain management.

Our ambition in terms of CSR (Corporate Social Responsibility), consistent with ISO 26000 norm, is a real commitment which needs to be shared with all Adisseo suppliers.

This is a long-term approach which aims to integrate CSR as a suppliers selection tool equally as important as cost, quality, service, innovation and risk management. Depending on the category of purchasing, this consideration may translate into criteria such as impact on the environment, respect of labour regulations, a preference for short supply chains, or criteria on health, hygiene, prevention and training.

In order to meet the requirements of their customers and stakeholders, all Adisseo's purchasing teams are trained and attentive to the compliance with this charter, and work alongside their supplier's teams in building actions plans to optimize their joint efforts in meeting these commitments.

Since 2020, the Purchasing practices are evaluated on a yearly basis on the principles of the ISO 20400 (Sustainable Procurement - Guidance) by an independent third-party, with continuously increasing results. The Confirmed level achieved reflects the involvement of the Purchasing teams.

WHY A CHARTER FOR RESPONSIBLE PURCHASING?

The purpose of a Sustainable Purchasing Charter

- Suppliers play a key role in our company's success.
- Adisseo wants to share with them its commitment to sustainable development and to CSR, and involve them in a continuous progress approach alongside our teams.
- This document presents Corporate Social Responsibility (CSR) commitments Adisseo requires from its suppliers and the commitments Adisseo makes in turn.
- This charter and the Code of Ethics are essential to Adisseo's sustainable development and CSR approach.

How Adisseo wishes to involve its suppliers?

- By working with Adisseo, suppliers agree to comply with this charter and cooperate in implementing the necessary corrective actions, to aim for a continuous improvement.
- These recommendations are not an exhaustive list, but Adisseo wishes that this document will enable its suppliers to assess their performance and devise internal improvement plans. As such, Adisseo views this as a constantly developing, interactive and collaborative process.
- The level of compliance with the above principles is one of the criteria to evaluate the suppliers performance.
- Compliance with this charter is a decisive condition to ensure that the relationship between Adisseo and its suppliers continues.

2

HEALTH AND SAFETY AT WORK

Adisseo's commitments to its suppliers

- Adisseo makes safety its top priority and undertakes to do everything in its power to ensure safety, health and hygiene on its sites.
- Adisseo undertakes to apply all safety procedures, in particular the 10 Safety Golden Rules (see appendix).
- Adisseo integrates safety and health criteria in its supplier selection process.
- Adisseo commits not to make the employees of its suppliers work in conditions either dangerous or health threatening.
- Adisseo's buyers must regularly carry out audits to ensure that companies working on its sites comply with safety regulations.
- The accidentability level of suppliers (TRIR) is a selection criteria for the Purchasing Department.

What Adisseo requires from its suppliers?

- Suppliers must ensure that their activities do not harm the health or safety of their employees, of Adisseo's ones, of their own suppliers and of local residents.
- Suppliers must provide their employees with appropriate training and protective equipment.
- Adisseo requires employees of its suppliers who work in Adisseo's premises to comply with Adisseo's safety, health and hygiene rules, in particular the 10 Safety Golden Rules.

3

ENVIRONMENTAL PROTECTION

Adisseo's commitments to its suppliers

- Adisseo acts in accordance with all local environmental laws and prohibit the production of products that, in normal use, could endanger human health or the environment.
- Adisseo undertakes not to place its suppliers in situations that would encourage them to implement environmentally unfriendly practices.
- Adisseo is committed to integrating environmental protection requirements into its supplier selection criteria as well as energy performance for its purchases with significant impact on energy consumption.

What Adisseo requires from its suppliers?

- Adisseo requires its suppliers to strictly adhere to the same principles and comply with all applicable environmental laws and regulations. They must keep and update all mandatory environmental approvals.
- Suppliers must adopt the precautionary principle in approaching environmental issues. They must detect, identify and assess potential environmental risks promptly and take all appropriate measures to mitigate or eliminate them where possible.
- Suppliers must develop and continuously improve an environmental management system which minimises their environmental impact and reduces their energy consumption, CO2 and GHG emissions, waste production and water consumption, as well as their use of non-renewable natural resources or products harmful to the environment.
- Suppliers must make every effort in their innovation processes to develop products and services with the lowest possible environmental impact throughout their life cycle.
- Suppliers must assist Adisseo in its approach to assess and to reduce its scope 3 CO2 and GHG impact. They will, upon request and unless serious confidentiality issues, provide necessary data to realize full life cycle assessment.

Adisseo's commitments to its suppliers

- Adisseo undertakes not to exert pressure that would encourage companies to overstep the law (discrimination, working hours, harassment, ...).
- Adisseo undertakes to provide a favourable working environment for its supplier's employees, regardless of their gender, ethnic origin, religion, beliefs, orientation, in compliance with safety standards.
- Adisseo integrates the protection of workers rights in its suppliers selection criteria.

What Adisseo requires from its suppliers?

- Suppliers must strive to maintain a working environment where employees are given opportunities for training and development, rewards for their contributions and constructive dialogue with their employer.
- Suppliers must promote and respect the International Labour Organisation (ILO) Declaration on Fundamental Principles and Rights at Work and international human rights law. They must not be a party to human rights abuses. In this context, suppliers must set up mechanisms to ensure that the following principles are respected at their sites and their own suppliers' sites:
 - The abolition of child labour and respect for children's rights
 - The elimination of forced and compulsory labour
 - Freedom of association and the right to collective bargaining
 - The elimination of discrimination, harassment and the encouragement of diversity and fair treatment in the workplace
 - Compliance with all current laws on wages, benefits and working hours.

BUSINESS ETHICS AND PROFESSIONAL GOOD PRACTICES

Adisseo's commitments to its suppliers

- **Fair treatment for suppliers**

Adisseo treats its suppliers with honesty, fairness and respect. Its purchasing activities respect high ethical and professional standards in line with its purchasing procedure and the company's Code of Ethics.

- **Impartial selection**

Adisseo selects its suppliers impartially according to predefined, explicit and transparent criteria: quality, service, technology, cost, and the environmental and social impact of the products and services on offer.

- **Confidentiality and intellectual property rights**

Adisseo respects the confidentiality of technical and commercial information provided by its suppliers. Adisseo also respects its suppliers' intellectual property rights.

- **Local involvement**

Adisseo includes local small and mid-sized suppliers in its purchasing activities to promote local economic development, and monitors the weight of local supplies in its global portfolio.

- **Improving our suppliers' performance**

Adisseo seeks to build long-term relationships with its suppliers, allowing continuous improvement for both parties. Adisseo helps its suppliers to improve if their performance falls short of required practices. Adisseo works with its suppliers to identify mutual benefits in avoidance of economic dependency.

- **Transparent communication**

Adisseo undertakes to communicate regularly and consistently about its responsible purchasing programme, both within and outside the company.

- **Avoidance of economic dependency**

Adisseo seeks to avoid any economic dependency between Adisseo and its suppliers which could jeopardize either party. Adisseo thus develops methodologies and action plans to detect such situations and take appropriate measures.

BUSINESS ETHICS AND PROFESSIONAL GOOD PRACTICES

What Adisseo requires from its suppliers?

Above all, Adisseo requires high standards from its suppliers in terms of personal and professional ethics, and to comply with current laws and regulations in the countries where they operate.

- **Corruption**

Suppliers undertake to combat all forms of corruption, including extortion, fraud and bribery. Suppliers must not offer Adisseo employees any advantages (free goods or services, jobs or opportunities) intended to facilitate their activities with Adisseo.

- **Money laundering**

Supplier forbids its employees or entities acting on its behalf from engaging or assisting in money laundering. There should be no attempt to conceal or disguise the nature, location, source, ownership or control of money through financial transactions or the movement of funds from one financial institution or jurisdiction to another.

- **Economic sanctions and embargoes**

Supplier must comply with all national and international sanctions applicable to its business. Employees must not transact with individuals and entities on sanctions lists or otherwise breach applicable sanctions.

- **Anticompetitive practices or behaviour**

Suppliers must take preventive measures to avoid any anticompetitive practices or behaviour.

- **Confidentiality/intellectual property rights/Personal data protection**

Suppliers must respect the confidentiality of information they receive from Adisseo, and never use this information for their own advantage. Information provided during the course of business must be accurate and correct, and must not be misleading. Suppliers must take measures to ensure compliance with intellectual property rights. Suppliers must comply with all regulations on Personal Data Protection when dealing with data concerning Adisseo's employees.

- **Conflicts of interest**

Adisseo's suppliers must disclose any situation that could be seen to involve a conflict of interest, and bring to Adisseo's attention any cases where an Adisseo employee has an interest in the supplier's activities, or a personal economic connection with the supplier.

6

IMPLEMENTATION

Suppliers undertake to promote the principles of this Adisseo Responsible Purchasing Charter with their own suppliers.

They must require their suppliers to themselves adopt a commitment to Corporate Social Responsibility.

Evaluation/monitoring : Suppliers must have the necessary procedures, tools and indicators to ensure compliance with the above principles. They must keep updated documentation to demonstrate their compliance with these principles. Suppliers must respond promptly to reasonable requests from Adisseo's representatives regarding the implementation of these principles. Suppliers must agree to be evaluated or audited in this respect by Adisseo, or a third party appointed by Adisseo.

Non-compliance : If any aspects of this charter are not respected, the supplier may be required to prepare, document and implement a corrective actions plan to improve the situation and achieve compliance. If this is not the case, Adisseo may work with or assist suppliers to achieve compliance with this charter. Adisseo reserves the right to withdraw from its relationship with its suppliers who do not comply with this charter.

Communication and training : Adisseo's suppliers must communicate the principles of this Responsible Purchasing Charter to their employees in the local language. Adisseo will provide french, english, spanish and chinese versions of the charter and shall provide explanations and assistance whenever needed.

Whistle blowing and Anti retaliation : Any person detecting a breach of this charter should report it through the Adisseo web site at <https://adisseo-ethics.signalement.net/entreprises>

SAFETY GOLDEN RULES



READY TO WORK

I must be trained, **qualified and authorized** to perform critical tasks.



PERMIT TO WORK

I work with a **valid permit** and a Task Safety Analysis for any potentially hazardous activities.



PERSONAL PROTECTIVE EQUIPMENT

I use proper **Personal Protective Equipment** in accordance with site requirements , Task Safety Analysis or work permit, and make sure that they are in good condition.



WORKING AT HEIGHT

I use all preventive and protective measures against a fall like a harness when **working at height** anywhere, anytime when it's necessary.

SAFETY GOLDEN RULES



CONFINED SPACE ENTRY

I require an authorization before entering a **confined space** and make sure that energy sources and material and utilities inlets are isolated, proper ventilation in place and a gas detection done.



TRAFFIC

I obey **traffic regulations** and operate a heavy or handling vehicle only after a pre-start inspection at least, daily, at my first use.



RESTRICTED AREA

I verify the good **marking and barricade** of hazardous areas. I comply with restricted access instructions of unsafe zone like area underneath lifting cargo where presence is prohibited.



SAFEGUARDS CONTROL

I ask permission from the relevant management level, before overriding or disabling **safety controls**.



LOCK OUT, TAG OUT, TRY OUT

I check electrical, process and mechanical **isolations** before beginning work.



TIDINESS AND CLEANLINESS

I keep my workplace **tidy and clean** to prevent hazardous material spillage, slips and trips incidents as well as hot work areas free of flammable material.