

THE INTERTEK **SUSTAINABLE** **PROCUREMENT POLICY**

AN ETHICAL, SUSTAINABLE APPROACH TO THE SUPPLY CHAIN





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CONTENTS

**INTRODUCTION: OUR CORE PURPOSE – BRINGING
QUALITY, SAFETY AND SUSTAINABILITY TO LIFE**

**PART 1: OUR COMMITMENTS TO ETHICAL
PROCUREMENT**

PART 2: OUR SUPPLIER CODE OF CONDUCT



INTRODUCTION: OUR CORE PURPOSE – BRINGING QUALITY, SAFETY AND SUSTAINABILITY TO LIFE

Dear Supplier,

Intertek is committed to sustainability

At Intertek, sustainability is embedded in our core purpose – to make the world a better and safer place by Bringing Quality, Safety and Sustainability to Life.

We are proud to lead the global quality assurance industry responsibly and energised about how we contribute to society. What we do at Intertek positively impacts everyone’s lives today – and the lives of those that will follow. Making the world a better and safer place is what guides us every single day. We are deeply committed to operating with integrity by ‘Doing Business the Right Way’ and to pursuing our corporate social responsibility activities through living our strong values.

Our suppliers have an important part to play in contributing to our sustainability goals. As a global company, we have a strong agenda on responsible sourcing and are passionate about ensuring our supply chain operates with integrity and improves the lives of workers, their communities and the environment, and in making a positive contribution to human rights. We work with suppliers all over the world and we are committed to treating them fairly and maintaining the highest standards of respect and integrity in how we conduct ourselves every day, everywhere and in every situation. However, it is also essential that our suppliers hold similar values to us, act responsibly and conduct business to the same high ethical standards as those we have adopted.

Our Intertek Sustainable Procurement Policy (“**Policy**”) is designed to set out: (1) the principles of how our own employees should act when managing supplier relationships; and (2) the minimum standards of behaviour we expect from all of the suppliers that we work with. In this Policy, we are guided by: our own Intertek Code of Ethics; the Principles of the United Nations Global Compact; the Declaration on Human Rights; and the International Labour Organization (ILO) Core Conventions and Recommendations, which establish common expectations on a broad range of issues concerning work, employment, social security, social policy and human rights.

We are asking you to join us in this shared commitment to creating responsible, ethical, sustainable supply chains so that together we can bring about positive, sustainable change and help to improve the reputation of both of our companies.

If you should need further guidance or have any questions on this Policy, please direct these to your contact at Intertek or to supplier@intertek.com.

“We are a purpose-led organisation where sustainability is at the heart of what guides us every single day.”

André Lacroix
Chief Executive Officer



PART 1: OUR COMMITMENTS TO ETHICAL PROCUREMENT

Intertek has set out five principles demonstrating its commitment to how our employees should act and conduct themselves when managing supplier relationships, which aligns to our commitment to 'Doing Business the Right Way'.

1. Intertek will treat suppliers in a fair and consistent way
2. Intertek will communicate to suppliers in a clear, knowledgeable and transparent way
3. Intertek will always behave professionally and with integrity every day, everywhere and in every situation when dealing with its suppliers
4. Intertek will listen and act quickly on incidents of poor conduct by Intertek employees when interacting with suppliers
5. Intertek will hold its supply chain to the same high standards that it demonstrates itself

In addition to the above principles, Intertek also requires all our employees to act in accordance with the Intertek Code of Ethics.



PART 2: OUR SUPPLIER CODE OF CONDUCT

Our goal is to work collaboratively with our suppliers to promote sustainability in both our own and the wider supply chain.

Intertek expects its Suppliers to agree to comply with this Code of Conduct (the “Code”) and also to require their own suppliers to implement the requirements of this Code in order to promote sustainability in Intertek’s indirect supply chain.

This applies at all times in connection with the provision of goods or services to Intertek and all members of Intertek’s Group will promptly notify Intertek of any breach or potential breach of these ethical and compliance principles by contacting Intertek’s Regional Compliance Officer or the Intertek Hotline (www.intertekhotline.com).

All complaints are investigated thoroughly with action taken as appropriate. Intertek has a no retaliation policy, which means reporting parties will not face retaliation or negative repercussions for raising concerns that are believed to be in Intertek’s best interests or otherwise participating in an investigation.

Where a supplier is found to not be compliant with this Code, Intertek will take the action that is most appropriate to the nature of the breach. If the breach of this Code can be remedied by working with the supplier on an improvement programme, Intertek will try to do so. If the supplier continues to not be compliant with the Code, or refuses to implement an improvement programme, Intertek will take steps to review the terms of the contract and may impose sanctions including a reduction in the order and possibly termination of the relationship. For serious breaches, an immediate termination of the supplier relationship may be the most appropriate action.

At a minimum, we require that all Intertek suppliers meet the standards

Compliance with Laws

As organisations strive to become more sustainable, they must join us in our commitment to “Doing Business the Right Way”. Our responsibility is to conduct all business according to the highest professional and ethical standards and practices, which includes our supply chain. All applicable laws and regulations should be complied with in the countries in which the supplier operates or conducts business. Where there is a conflict between applicable law and the principles set out in this Code, applicable law shall apply.

Anti-Bribery and Corruption

Suppliers must not engage in or tolerate any forms of bribery, corruption, extortion or embezzlement and must abide by all applicable local, national and international laws. We expect our suppliers to respect all applicable laws concerning corruption and to ensure adequate procedures are in place to prevent, detect and sanction any corruption or trading in influence, directly or indirectly, across the scope of their activities.

Gifts and Hospitality

Suppliers must not offer or provide gifts or entertainment or offer or give cash or cash equivalents to Intertek’s employees or representatives or anyone closely related to these. Hospitality, such as social events, meals or entertainments may be offered if there is a legitimate business purpose involved, and the cost is kept within proportionate and reasonable limits.



Suppliers must not offer or provide to our employees any hospitality, expenses or gifts during active contract negotiations or tender processes (including up to and soon after contract award). The supplier shall not, directly or indirectly, offer or give any gifts or hospitality to any third party, including public officials, in order to obtain or retain business or a business advantage for Intertek.

Money Laundering

Suppliers must not accept, process or otherwise become concerned in any arrangement involving any funds known or suspected to be associated with criminal activity. Our suppliers must only deal with reputable parties involved in legitimate business activities and whose funds are derived from legitimate sources. All suppliers to Intertek must take reasonable steps to prevent and detect any illegal form of payments and prevent its financial transactions being used by others to launder money.

Sanctions

Suppliers must ensure that they (and those within their supply chain) fully comply with applicable sanctions regimes (for example, United Nations EU and OFAC sanctions) and that they do not transact with sanctions targets (being applicable countries, entities or individuals). We expect all of our suppliers to adopt and maintain appropriate processes to ensure compliance with applicable sanctions regimes.

Fair Competition, Antitrust Laws and Intellectual Property Rights

Suppliers must act in accordance with national and international competition laws and not participate in price fixing, market or customer allocation, market sharing or bid rigging with competitors. Suppliers must also respect the intellectual property rights of Intertek and others.

Data Privacy

Suppliers must safeguard Intertek's confidential information and know-how, process any personal data confidentially, lawfully and responsibly and ensure that it is effectively protected and used only for legitimate purposes.

Conflicts of Interest

Suppliers must comply with all applicable laws concerning conflicts of interest and to disclose any potential conflicts of interest between us or otherwise related to the transaction. Suppliers must make every effort to prevent the occurrence of situations that create a conflict of interest within the scope of their business relationship.

Accounting and business records

Suppliers should ensure that all business and commercial dealings are transparently performed and accurately recorded in their books and records.

Human Rights and Labour

In order to build a sustainable workforce, organisations must ensure they have qualified people in a positive work environment. Intertek expects suppliers to respect the human rights of the people and communities in which they operate and to comply with all relevant legislation, regulations and directives within those countries and communities.

Working Hours & Wages

Suppliers must not hinder the right of workers to form or join trade unions and to engage in collective bargaining. They must neither disadvantage nor prefer members of employee organisations or trade unions. Suppliers must ensure that wages meet legally mandated minimums and industry standards without unauthorised deductions.



Terms of Employment

Workers should be provided with clear, written contracts detailing the terms and conditions of their employment, in a language understood by the worker. Suppliers must ensure that working hours are in accordance with local regulation and industry practice and voluntary overtime is at manageable levels.

Slavery, Human Trafficking and Forced Labour

Suppliers must prohibit the use of all types of slavery, forced and bonded labour and human trafficking, and must ensure that workers are not required to hand over passports, ID cards or work permits as a condition of employment. Suppliers must give workers, whether local or migrant, the right and the ability to leave their employment on giving reasonable notice.

Child Labour

Suppliers must ensure that child and underage labour is not used, nor within their own supply chain, and that the employment of young workers adheres to ILO standards, the OECD Guidelines for Multinational Enterprises and local regulations.

No Discrimination and Respect for Workers

Suppliers should promote equal opportunities and treatment of employees, with no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on skin colour, race, social background, ethnicity, religion, age, disability, gender, marital status, sexual identity and orientation, union membership or political affiliation.

All workers should be treated with respect and dignity. Suppliers should not tolerate any unacceptable treatment of individuals such as mental cruelty, sexual harassment or discrimination including gestures, language and physical contact, that is sexual, coercive, threatening, abusive or exploitative.

Health & Safety

Suppliers should provide a healthy and safe working environment, abiding by local laws and regulations, and ensuring health and safety is effectively managed. This is so that health and safety risks, issues, incidents and non-compliance are identified and addressed.

Conflict Minerals

To the extent applicable to the supplier's activities, the supplier must have in place appropriate policies and procedures to prevent against the acquisition of conflict minerals or unsustainable mined minerals in its supply chain.

Environment

Intertek expects its suppliers to comply with all applicable environmental laws and regulations, and suppliers must adhere to the three principles on the environment that are set out in the UN Global Compact:

1. Support a precautionary approach to environmental change
2. Undertake initiatives to promote greater environmental responsibility
3. Encourage the development and diffusion of environmentally friendly technologies.

Suppliers should be able to demonstrate environmental policies and management systems sufficient to ensure continuous improvement in environmental performance

Suppliers should seek to:

- Minimise the use of energy, water and raw materials where practical



- Maximise the use of recyclable and renewable materials including energy where possible
- Make practical efforts to minimise waste and dispose of it in a safe, efficient, and environmentally responsible manner
- Avoid contamination of the local environment and ensure that emissions, air, noise and odour pollution is, as a minimum, within nationally defined limits