

SUPPLIER CODE OF CONDUCT



“Being the leaders of a future that changes the world with our sustainable solutions for buildings.”

SOPREMA's Sustainable Development Policy

Through the vision formalized in its [Sustainable Development Policy](#), SOPREMA, Inc. demonstrates its desire to drive the industry towards sustainable practices. The company's policy is guided by these three commitments: protecting the environment, fighting climate change, and improving human health and well-being. To fulfil these commitments, responsible procurement has been identified by SOPREMA, Inc. as one of the key axes of innovation in Canada, of which the involvement of suppliers and stakeholders is an essential dimension.

OBJECTIVE

In this Supplier Code of Conduct, SOPREMA, Inc. puts forward its vision of the supply chain and defines its expectations vis-à-vis its suppliers and stakeholders, particularly in terms of sustainable development and responsible business practices.

SCOPE

This Code of Conduct applies to any person and any supplier of goods and services, including subcontractors and stakeholders, who participate in the purchasing and procurement processes and take part in the supply chain and in investment projects.

SOPREMA, Inc. encourages its suppliers and stakeholders to apply this Code of Conduct to their own supply chains, i.e. with their suppliers and stakeholders collaborating with a SOPREMA, Inc. location in Canada.

COMPLIANCE

SOPREMA, Inc. favours an approach based on transparency, honesty, collaboration, and continuous improvement, and invites its suppliers and stakeholders to communicate any initiative taken to meet the requirements listed in this Code. However, SOPREMA, Inc. reserves the right to audit its suppliers and stakeholders in order to confirm compliance, in whole or in part, with the elements presented in this Code. In the event of non-compliance, SOPREMA, Inc. expects its suppliers and stakeholders to undertake, within a reasonable time frame, corrective actions towards compliance and continuous improvement.

SOPREMA, Inc. expects all of its suppliers and stakeholders, including their subcontractors, to comply with this Supplier

Code of Conduct, as well as with national and international laws, standards and regulations. These include the following:

- [the Ten Principles of the United Nations Global Compact](#);
- [the Universal Declaration of Human Rights](#);
- [the International Labour Organization \(ILO\) Declaration on Fundamental Principles and Rights at Work](#);
- [the United Nations Convention Against Corruption](#).

ETHICS AND GOVERNANCE

With the objective of developing business relationships with partners that respect its values and to ensure a fair contract awarding process, SOPREMA, Inc. expects its suppliers and stakeholders to comply with the following practices:

- Actively fight against all forms of corruption, bribery and money laundering, and set up internal rules and regularly train their staff to ensure the application of these rules;
- Comply with the laws and rules applicable to free and healthy competition, undertake not to engage in price fixing or price information exchange with their competitors, and not to indulge in any other similar practice;
- Ensure the accuracy, completeness and veracity of the information transmitted, and undertake not to falsify or conceal documents or information;
- Comply with applicable laws and rules relating to confidentiality and intellectual property, in particular by implementing adequate measures to ensure the confidentiality and protection of data and all confidential information exchanged with SOPREMA, Inc.

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SOPREMA, Inc. encourages its suppliers and stakeholders to avoid the use of natural resources from conflict zones that directly impact precarious and vulnerable populations, SOPREMA, Inc. also encourages them to set up traceability tools or to seek information from their suppliers.



ENVIRONMENTAL PROTECTION

With the objective of contributing to the protection of the environment by limiting the impacts of the company's products throughout their lifecycle, strengthening biodiversity, and using resources, energy and raw and residual materials intelligently, SOPREMA, Inc. expects its suppliers and stakeholders to comply with the following practices:

- Comply with the laws and standards in force regarding the management of residual materials. SOPREMA, Inc. encourages its suppliers and stakeholders to go further by integrating eco-design, eco-efficiency, industrial ecology, and circular economy into their practices and by contributing to the fight against over-packaging;
- Comply with the laws and standards in force and actively fight against all forms of pollution (water, air, soil, sound, light, etc.), namely by preventing the risk of releasing contaminants into the environment;
- Consider animal welfare in their practices in a responsible manner, namely with regard to animal testing, breeding and living conditions, or the use of animal products;
- Contribute to the protection of biodiversity by taking into consideration the impacts of their activities. SOPREMA, Inc. encourages its suppliers and stakeholders to avoid the use of natural resources from areas protected or recognized as habitat of threatened or vulnerable species, and to implement traceability tools or seek information from their suppliers;
- Consider, in general according to their activities, the sustainability of ecosystem services and the support capacity of ecosystems.

SOPREMA, Inc. encourages its suppliers and stakeholders to adopt a formalized and structured sustainable development

approach through a policy or action plan, an environmental management system, a certification process, or any other approach aimed at taking into consideration the environmental impacts of their activities.



FIGHT AGAINST CLIMATE CHANGE

With the objective of contributing to the global fight against climate change by integrating a two-pronged approach—reducing greenhouse gas (GHG) emissions and supporting efforts for climate adaptation—SOPREMA, Inc. expects its suppliers and stakeholders to comply with the following practices:

- Respect the laws and standards in force and actively fight against substances with a global warming potential or a high ozone depletion potential;
- Take measures contributing to the reduction of their energy consumption;
- Promote sustainable modes of transport for their employees, such as public transportation and electric vehicles;
- Promote sustainable modes of transport for their raw materials, goods, and services, for example, the optimization of rail, maritime and road transport.

SOPREMA, Inc. encourages its suppliers and stakeholders to actively fight against climate change by taking concrete actions to reduce GHG emissions related to their activities such as the following:

- Periodically quantify GHG emissions;
- Adopt measures aimed at reducing emissions, namely through a GHG reduction plan;
- Strengthen their resilience and develop their ability to adapt to climate change.

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IMPROVING HUMAN HEALTH AND WELL-BEING

With the objective of contributing to the protection of health and well-being by improving the quality of life of human beings while promoting their comfort and fulfilment, SOPREMA, Inc. expects its suppliers and stakeholders to comply with the following practices:

- Comply with applicable laws and standards regarding these topics:
 - Protection of human health – Implementing appropriate risk prevention measures in connection with hazardous substances and products;
 - Occupational health and safety – Applying all the necessary measures so that the staff and all people in the workplace are protected against the health and safety risks related to their activities;
 - Social dialogue – Ensuring the right to freedom of association and expression as well as to collective bargaining insofar as local legislation so provides;
 - Employee training – Providing the staff with the knowledge and skills necessary to perform their work safely and to develop professionally;
 - Working conditions – Managing compensation, working hours, mentoring, overtime wages, and leaves;
 - Diversity, equity, and inclusion.
- In accordance with the relevant international conventions, within their activities and throughout the supply chain, respect the laws and standards in force and actively fight all forms of the following:
 - Child labour, forced labour, human trafficking, and modern slavery;
 - Discrimination or harassment against a specific person or group (efforts in this regard should be documented).

If you have any questions or comments regarding this Code of Conduct and its application, please contact:
dd_sd@soprema.ca.

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LEXICON

All definitions are taken from the [Vitrine linguistique](#) of the Office québécois de la langue française and [SOPREMA's Sustainable Development Policy](#).

Responsible procurement: Approach carried out by intelligently managing the stocks needed for production and by integrating environmental, social, economic and ethical requirements into the selection of a partner (supplier) for materials, products or services.

Biodiversity: All living organisms in a given region, considered in terms of the plurality of species, the diversity of genes within each species, and the variability of ecosystems.

Carrying capacity: Maximum pressure that can be exerted on an ecosystem without harming its integrity. Carrying capacity is expressed in quantitative terms. It can be, for example, the quantity of phosphorus that a lake can contain without being altered.

Climate change: Observable change in global climate variables that is attributable, directly or indirectly, to human activities, through the emission of greenhouse gases.

Lifecycle: Method of systemic evaluation that defines the environmental impacts of a product, a process or a service throughout its entire cycle from raw material extraction to end of life.

Sustainable development (SD): Development that meets the needs of the present without compromising the ability of future generations to meet their own needs. According to this definition, we must adopt a long-term vision and consider environmental, social and economic issues. To initiate a sustainable development approach, we must adopt a holistic approach to which everyone will have the responsibility to contribute.

Discrimination: Differentiated and unequal measure or treatment that deprives a person or a social group of freedoms or rights recognized to other members of society, usually because of personal characteristics.

Diversity: Quality of a heterogeneous group of people who, in a given environment, differ from each other in characteristics that are generally social, cultural, physical or psychological.

Ecodesign: Approach that aims at reducing the negative impact of the company's activities and products on the environment and human health.

Eco-efficiency: Measures for the improvement of practices within the footprint of the company. It is necessary to increase the production capacity while reducing damage to the environment—minimizing losses, reintroducing residues into the production cycle and replacing dangerous substances with harmless substances are examples of such measures.

Industrial ecology: Industrial ecology extends the improvement of practices outside the company footprint. In order to intelligently manage inputs and outputs across the value chain, it is necessary to close the loop of industrial flows. Among preferred approaches is the integration of industry networks by participating in various forms of substitution or industrial-pooling synergies.

Circular economy: Organization of economic and social activities using production, consumption and exchange methods based on eco-design, repair, reuse and recycling, and aimed at reducing the resources used as well as the damage caused to the environment.

Suppliers and stakeholders: Any person or organization providing goods or services to SOPREMA, Inc.

Greenhouse gas (GHG): Gas present in the atmosphere, of natural or anthropogenic origin, which absorbs and reflects infrared radiation from the earth's surface. Water vapour, carbon dioxide, nitrous oxide, methane and ozone are the main greenhouse gases, which contribute to global warming through their increased concentration in the atmosphere.

Harassment: Behaviour characterized by repeated acts or words that are intentionally offensive, contemptuous or hostile towards one or more persons and having harmful consequences on these persons.

Resilience: Ability of a system, a community, or a society to withstand a major disturbance and return to an acceptable level of functioning.

Ecosystem service: Material or immaterial benefit that humans derive from ecosystems. Some ecosystem services are material benefits linked to natural processes such as the production of directly consumable goods, self-purification of water, soil stabilization, or pollination. Others are intangible benefits, like recreational or cultural activities.

Bribery: Use of a privileged position or influence to obtain from the public authority any privilege (public contract, price increase, or other) for a third party (companies, businesspeople, or others), by means of offers in cash or in kind.

Forced labour and modern slavery: Any work or service which is exacted from any person under the menace of any penalty and for which the said person has not volunteered. This includes traditional forced labour practices, such as the legacy of slavery, slavery-like practices, or different forms of debt bondage, but also new forms of forced labour that have emerged in recent decades, such as human trafficking, also known as modern slavery, in order to draw attention to living and working conditions that are contrary to human dignity.