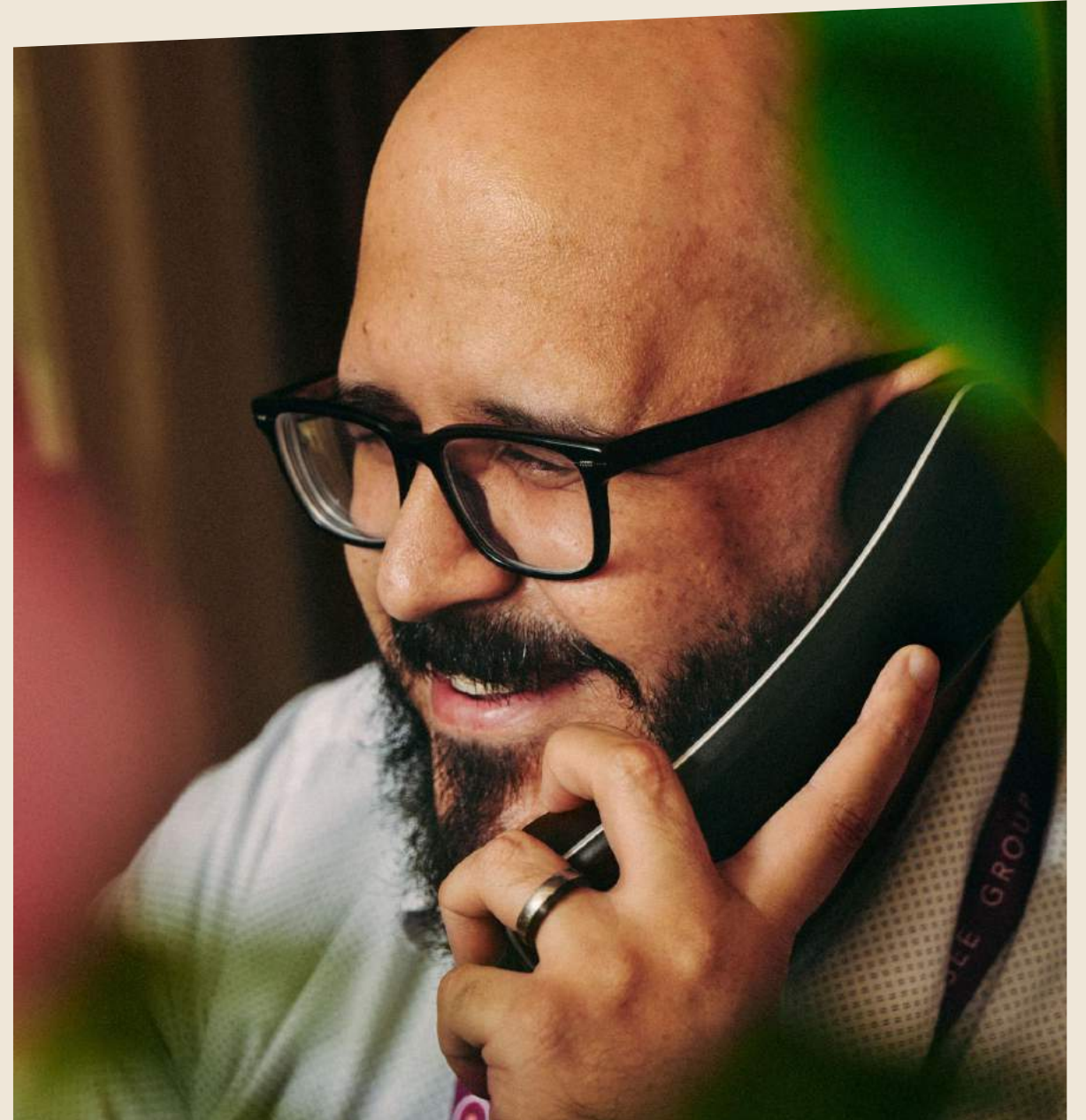


# COLISEE

## Responsible Purchasing Supplier Charter.

Applicable on 1st January 2022.  
Last update : 22nd July 2024.



# COLISEE

## Responsible Purchasing Supplier Charter

*Applicable on 1<sup>st</sup> January 2022*

*Last update: 22nd July 2024*

### **PREAMBLE: THE GROUP'S PURCHASING AMBITIONS**

**As part of its purchasing** policy, COLISEE is committed to making its entire sphere of influence responsible, by involving its subsidiaries, partners and business partners. This policy, led by the Purchasing department, is part of COLISEE's ambitions. Any act of purchase must comply with the Group's Social and Environmental Responsibility requirements.

- COLISEE ensures that all its business partners comply with **applicable laws and regulations**, as well as **international conventions** on **human rights, working conditions, the environment and ethics**, including the **United Nations Global Compact**. The Group also encourages them to set up initiatives in favour of the environment, health, human resources and safety.
- COLISEE ensures that its entire sphere of influence complies with all **applicable laws and regulations regarding the protection of personal data**. It has implemented all the necessary measures to secure the storage, processing and communication of personal data. To this end, COLISEE has drawn up a **Data Protection Charter** that applies to its subsidiaries and its partners including business partners.
- Any commercial partner of COLISEE must sign and respect this **Suppliers Charter**. This commitment is a necessary condition for a lasting relationship with the Group.
- COLISEE wishes to favor the purchase of **eco-designed, environmentally friendly** and socially responsible products and services.

- **COLISEE raises awareness of sustainable development** among its business partners and explicitly formulates its expectations.
- COLISEE takes into account in **the overall evaluation of** its business partners, the reliability of their commitment to sustainable development.
- COLISEE **applies this policy to all its entities**. It is regularly reviewed, updated as necessary, implemented and communicated to relevant stakeholders.

COLISEE has formalized a set of ethical, social and environmental commitments through a charter defining the rules of conduct. This charter testifies to COLISEE's desire to promote, as part of its purchases and more broadly its service contracts, the application of its commitments.

## **COLISEE REQUIREMENTS**

Our business partners play a key role in the growth and success of COLISEE. Also, it is important to remember the requirements we expect.

**The Group asks its business partners to sign this charter** which will be annexed to each contract, or in advance at the request of the Purchasing department.

The business partner acknowledges by his signature that compliance with the rules and recommendations set out in this charter is an essential element of the commercial relationship.

Failure to comply with one of the stated principles may constitute a legitimate reason for suspending or even terminating the business relationship under negotiated contractual conditions.

### **The business partner undertakes to:**

- Have **read and understood** this charter,
- Respect this charter and its spirit to be **respected** by any subcontractors previously declared
- Work in a **continuous improvement approach** accompanied by performance evaluation tools

- Respond to COLISEE's requests for **performance evaluation**
- Authorize COLISEE or mandated service providers to carry out **audits** the terms of which may be laid down contractually
- Implement the **required action plans**

## *THE REQUIREMENT OF A BUSINESS ETHIC*

### **Ethics and confidentiality**

The business partner will carry out its economic activity in compliance with the rules of ethics and good governance. He undertakes not to disclose any information acquired in the context of the commercial relationship with COLISEE. It undertakes to behave as a fair competitor and in accordance with competition law. In particular, the business partner undertakes to ensure that there are clear rules, procedures and processes to prevent conflicts of interest and active and/or passive corrupt practices.

### **Transparency and completeness of prices**

In order to allow COLISEE to assess all the components of the cost of the goods and services purchased, the business partner **undertakes to give exclusively prices net of any discount or rebate**. In particular, the year-end rebates based on the business volumes between COLISEE and the business partner must remain exceptional and will be subject to the prior validation of the Group's Executive Committee.

### **Duty of care**

The business partner undertakes to comply, in its own name and in the name and on behalf of its suppliers and subcontractors, with all the requirements of this charter. COLISEE reserves the right to request proof from the business partner.

### **Security and data protection**

The Business Partner undertakes to guarantee the security and confidentiality of the personal data it processes within the framework of its contractual relationship with COLISEE, as well as the lawfulness of any data processing it may carry out. This commitment applies both to data relating to COLISEE and to data relating to employees, residents, patients, relatives and interested parties. Irrespective of its legal status, the business partner undertakes to comply with the applicable data protection regulations and the Data Protection Charter.

## *SOCIAL REQUIREMENTS*

### **Elimination of forced labour, illegal labour, abolition of child labour and respect for freedom of association**

The business partner undertakes not to use forced or compulsory labour under any circumstances as defined in ILO Fundamental Conventions 29 and 105. The business partner must comply with the United Nations Universal Declaration of Human Rights. It undertakes not to employ persons under the minimum working age as defined in ILO Fundamental Conventions 138 and 182, and to combat illegal work. The business partner is also committed to the strictest respect for freedom of association as defined in ILO Fundamental Conventions 87 and 98.

It will also ensure that its own partners, suppliers and subcontractors comply with the same obligations.

### **Non-discrimination, promotion of diversity**

The business partner undertakes that its employment policy is based on the individual's skills and not on other criteria such as personal, health or belief characteristics.

COLISEE is attentive to the promotion by business partners of the diversity of profiles within the teams, convinced that this idea generates innovation and performance. COLISEE acts in favour of the employment of people with disabilities.

It must ensure respect for professional equality between women and men and promote diversity, equal opportunities and equal treatment in matters of employment and occupation.

The business partner must facilitate the implementation of inclusive practices, and favor the use of the integration sector, the sector adapted for people with disabilities and other collaborations with social and solidarity economy actors.

### **Respect for employees**

Respect for its employees is a strong value of COLISEE that it intends to promote to its business partners. The business partner undertakes to refuse any demeaning practice in the company. He undertakes to take the necessary steps to ensure that each employee is treated with respect and dignity.

### **Occupational health, safety and well-being**

The business partner declares to comply with the provisions of the Labour Code relating to the hygiene, health and safety of employees. In addition, it applies any procedure aimed at improving working conditions within his company and controlling occupational risks. The business partner undertakes to implement a health and safety policy that aims to guarantee each employee a safe and healthy working environment and to maintain an environment conducive to his or her well-being.

### **Remuneration**

The business partner must provide remuneration in accordance with national minimum wage regulations. In the absence of national regulations, remuneration must be sufficient to cover basic needs such as housing, food and healthcare, and meet the standards of ILO C131 – Minimum Wage Fixing Convention.

### **Working hours**

Working hours, including overtime, must comply with applicable national laws. In the absence of national law, ILO standards must apply. The Supplier must ensure that all workers receive paid leave.

## *ENVIRONMENTAL REQUIREMENTS*

### **Environmental protection**

The business partner undertakes to carry out its service responsibly in order to minimize the impact of its activities on the environment. In particular, it declares to be in compliance with the laws and regulations relating to the protection of the environment in force in the countries where it carries out its activities; it guarantees to be in possession of all the certificates and/or authorizations required by law to operate its sites and/or activities. He undertakes to respect the precautionary principle whenever it seems appropriate and/or necessary.

The business partner undertakes to make every effort to eliminate or reduce the sources of pollution generated by its activities, to preserve the ecosystem and natural resources, to reduce its energy consumption, to avoid or minimize the use of hazardous substances and to limit use of raw materials: encourage re-use, eco-design, promote recycling and ensure proper waste treatment.

The business partner ensures the safe handling, transport, storage, recycling and waste management at its business sites. It recognizes that, in accordance with applicable legal or regulatory provisions, waste, wastewater or emissions harmful to the environment or human health must be controlled and treated prior to release into the environment.

### **Customer Health and Safety**

The business partner guarantees COLISEE customers the supply of products that do not pose any risk to their health and the environment.

### **Fair trade and responsible products**

The business partner strives to offer innovative "eco-responsible" solutions to COLISEE and highlights the environmental characteristics of the services and products sold.

The business partner undertakes as much as possible to use fair trade products.

## **COLISEE'S COMMITMENTS TO ITS SUPPLIERS**

Our business partners play a key role in the growth and success of COLISEE. It is therefore important to remember the commitments we make to them.

## **Ethics**

The culture of performance that drives COLISEE must be part of the respect of ethical rules of conduct. Our Responsible Purchasing policy is based on the principles of impartiality, fairness, transparency, loyalty, and we respect the independence and identity of our business partners.

## **Confidentiality**

Each collaborator guarantees the confidentiality of non-public data relating to business partners, even after leaving the Group.

## **Conflicts of interest**

Each employee ensures that his activities and personal interests, direct or indirect, do not conflict with those of COLISEE. Each decision must be based on objective criteria, in the best interests of the company.

## **Competition, fairness, transparency**

COLISEE applies purchasing methods that stimulate real competition between business partners.

It bases its relations on the principles of transparency, fairness and integrity.

## **Alert mechanism**

COLISEE has set up a whistleblowing system to support its ethical approach and complement the means of action available to employees, customers and all its partners. In this way, everyone can play an active role in ethics and the prevention of related risks.

## **Improving the performance of our business partners**

COLISEE seeks to build long-term relationships with its business partners.

As part of a common improvement approach. COLISEE would like to help its business partners to improve their skills and thus aims, as part of a win-win relationship, to be part of excellent practices.

## **Reduced risk of reciprocal dependence**

COLISEE seeks to avoid any economic dependence that could jeopardize one of the parties. It therefore invites its business partners to constantly diversify their clientele.

## **Payment terms**

COLISEE respects payment terms in accordance with the terms and conditions provided for in the contract between COLISEE and the commercial partner and in accordance with the regulations in force. Nevertheless, the payment of an invoice could be blocked by COLISEE in the event of a deviation from the order placed (in particular, deviation on the unit prices or quantities delivered, or proven quality problem). COLISEE will then inform the business partner as soon as possible of this blockage and its cause, or where

applicable in accordance with the terms of the contract between the parties in order to jointly find a solution.

**For calls for tenders, impartial selection**

COLISEE treats its business partners with honesty and respect, and gives equal opportunities to all, in the selection phases; the selection is made impartially according to predefined and transparent criteria.

For its calls for tenders, COLISEE **wishes to promote social, environmental and governance commitments** and asks its business partners to present their actions, commitments and possible certifications in terms of Social and Environmental Responsibility, which **will systematically be part of the criteria for evaluating tenders**.

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I, the undersigned

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With the function of

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In the Company

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hereby confirms that I have taken full knowledge of the present Charter.

Signed in:

Date:

Signature