

RESPONSIBLE SOURCING POLICY

Rev.00

Junio 2022

ARTECA carries out responsible management of the supply sources used to supply its raw materials.

For this, it requires its suppliers, in the case in which they are applicable, the following commitments:

Human Rights and Working Consditions

Child labour

Child labour is not tolerated in any form. In this regard, the employment age for young workers either meets or exceeds applicable legal requirements.

Salaries and benefits

Compensation and benefits are provided in compliance with applicable legal requirements, including minimum wage, overtime compensation and legally mandated benefits.

Working hours

Legal requirements regarding working hours, including overtime, are complied with.

Forced labour

Any form of forced, bonded or compulsory labour, including human trafficking, is prohibited.

Freedom of association

Employees are allowed to communicate openly with management regarding working conditions and practices without fear of reprisal, intimidation or harassment.

The rights of employees to associate freely, to join or not to join trade unions, to collectively bargain, to seek representation and to join Workers' Committees are respected per applicable requirements.

Harassment

A workplace is provided that is free from any form of employee harassment.

Non-discrimination

No form of discrimination is tolerated regarding employment and occupation. Equal employment opportunity is provided regardless of the employee or applicant's race, colour, age, gender, sexual orientation, gender identity, ethnic or national origin, disability, pregnancy, religion, political affiliation, trade union membership, genetic information or marital status.

Health and Safety

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Employees are provided with a safe and healthy work environment that meets or exceeds applicable legal requirements and industry standards for occupational health and safety.

Business Ethics

Anti-corruption

We work against corruption in all its forms, including extortion and bribery.

Privacy

Appropriate measures are in place to respect privacy, protect personal data from loss and unauthorised access or use, and comply with privacy and legal requirements related to information security.

Fair competition/anti-trust

Standards of conduct and fair dealing are observed per all applicable anti-trust or anti-competitive legal requirements.

Conflicts of interest

All business should be conducted in a manner that avoids any semblance of impropriety.



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Identity protection and non-retaliation

The following communication channels are available to address concerns raised anonymously, confidentially and without retaliation: email complaintschannel@arteca.net

Environment

Energy consumption and GHG emissions

An energy consumption reduction strategy and improvement plan are in place to reduce energy consumption by increasing the use of renewable energy.

Water quality and consumption

We work to reduce, reuse and recycle water, responsibly treating discharged wastewater to protect the environment and improve overall water quality.

Air quality

Emissions that contribute to local air pollution are monitored and controlled, minimising and, if possible, eliminating them.

Natural Resource Management and Waste Reduction

We encourage using renewable and sustainable natural resources while reducing waste and increasing reuse and recycling.

Responsible Chemical Management

The use of restricted substances in manufacturing processes and finished products are identified, minimised or eliminated to ensure regulatory compliance. We are aware of any use of reportable substances in processes and finished products and actively investigate suitable alternatives.

Villabona Junio 2022 Administrador ARTECA Alexandre ABERGEL

