

A photograph of two healthcare workers, a Black woman on the left and a white woman on the right, both wearing blue scrubs and blue hairnets. They are smiling and looking towards the camera. A dark teal rectangular box is overlaid in the center, containing the title text. A yellow curved shape is visible in the bottom left corner.

Responsible Purchasing Charter



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Preamble

The health and safety of people, ethics in commercial relations and environmental protection are fundamental issues for the *emeis* Group Purchasing Department, which strives to reference products and services that respect the well-being of people and contribute to reducing environmental impacts.

The *emeis* Group, a global player in the care of vulnerable people and present in more than 20 countries, is a signatory to the United Nations Global Compact, reaffirming its commitment to an ambitious CSR policy.

The success of this objective requires a common involvement and a shared vision between *emeis* and its suppliers. With this charter, we therefore wish to define a common reference framework in connection with our responsible purchasing policy.

The *emeis* Group builds fair and balanced commercial relationships with its suppliers, based on honesty, trust and

perfectly defined and applied rules that respect current regulations and ecological and social issues.

This *emeis* responsible purchasing charter aligns with the Group's Code of Conduct. Its purpose is to constitute a reference framework shared by all stakeholders, *emeis* purchasing teams, suppliers and potential subcontractors.

As such, the aim of the *emeis* Group is to have all of its major suppliers sign the Responsible Purchasing Charter, regardless of their country of establishment. This charter is a prerequisite for any commercial partnership with our Group.

We are convinced that this charter will help give even more meaning to our business partnerships and thus strengthen them, making them more dynamic, innovative and sustainable.

Thanking you in advance for your commitment and for working alongside us.

Group's Procurement Department



A.

The *emeis* commitments

The *emeis* Group undertakes to respect the fundamental principles of Corporate Social Responsibility in social, environmental and ethical domains wherever it does business, and expects its Suppliers to respect the same principles.

A. The *emeis* commitments

Societal commitments

emeis' commitment is structured around several priority areas. We strive to:

- strengthen the territorial anchoring of our establishments, notably through responsible food purchases¹,
- play an active role within communities and territories, for example by setting up solidarity action projects,
- support initiatives to change practices in terms of support and medical knowledge,
- protect personal data and comply with ethical and legal standards in all of our practices.

Environmental commitments

We implement rigorous measures to control our environmental impacts. We are committed to:

- reducing our energy consumption and our carbon footprint,
- certifying our new buildings with environmental labels²,
- preserving natural resources, reducing our waste notably by raising the awareness of the teams as well as by setting up targeted action plans, for example against food waste,

Ethical commitments

We are committed to:

- conducting transparent, impartial and fair selection processes for our Suppliers, based on predefined and objective criteria, notably including the environmental and social impact of the offered products and services, and then communicating the results to the Suppliers in question,
- vigilance with regard to the payment deadlines of our Suppliers,
- respecting the confidentiality of the technical, commercial and financial information provided by Suppliers, as well as intellectual property rights,
- fighting against conflicts of interest, corruption of all types and influence peddling by respecting the Group policies (Code of Conduct, Gifts and Invitations Policy, etc.) and while refraining from any practice that could leave room for ambiguity,
- implementing measures to reduce the risks of mutual dependence.



¹ See the [Responsible Food Charter](#).

² BREEAM Very Good and LEED Gold labels.

A smiling man with short dark hair, wearing a blue shirt, is the background of the page. A large pink rectangular overlay is positioned in the center, containing the text. A yellow semi-circle is at the bottom left of the pink overlay, and a dark purple semi-circle is at the bottom right.

B.

Suppliers' commitments to *emeis*

emeis' Suppliers agree to commit to the CSR principles described below for all of their activities and locations, and to ensure that their own Suppliers adhere to similar principles. *emeis'* Suppliers, that account for the majority of our Group's carbon emissions, are committed to implementing an action plan for continuous improvement of their CSR performance.

B. Suppliers' commitments to *emeis*

Requirements related to respect for people and working conditions

The *emeis* Group requires its Suppliers to respect the principles of the United Nations Global Compact and the International Charter of Human Rights and the Fundamental Conventions of the International Labour Organization (ILO).

The Supplier and its possible subcontractors undertake to comply with the laws and regulations in force in all of the countries in which they operate, notably with regard to the following points:

1. Use of forced or compulsory labour

The Supplier undertakes to comply with the United Nations Universal Declaration of Human Rights, not to have recourse in any case to forced or compulsory labour as defined in ILO Fundamental Conventions 29 and 105: "all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily". The retention, as a condition of employment, of identity papers, passports, training certificates, work permits or any other identification document is prohibited, as is the obligation for workers to provide deposits or financial guarantees.

2. Child labour

The Supplier undertakes not to employ persons under the minimum working age as defined in ILO Fundamental Conventions 138 and 182. The absolute minimum employment age will not be lower than the compulsory school-leaving age, i.e. 15 or even 14 if allowed by the country's legislation. In any case, assigning young people under the age of 18 to dangerous or night work is prohibited.

3. Remuneration and working hours

The Supplier complies with all regulations relating to remuneration, benefits and working hours, notably those relating to minimum wage, overtime pay, pay for work and any other element of remuneration and limits on working hours.

In particular, ILO Fundamental Conventions 1, 30, 95, 100, 131, 163 and 171 apply, i.e. no normal working week of more than 48 hours (excluding overtime that is limited to a maximum of 12 hours). At least one day of rest must be scheduled every 7 days, and contracts must include paid leave.

4. Health & safety

The Supplier undertakes to implement a health and safety policy that aims to guarantee a safe and healthy working environment for each employee, to maintain an environment respectful of the dignity of persons (ILO Fundamental Conventions 120 and 155), and to take all necessary measures to limit occupational accidents that may occur in the performance of an employee's daily tasks. It must also comply with workplace hygiene regulations (sanitary water, drinking water, etc.) as well as safety regulations for installations and people at all of its sites.

The Supplier notably ensures the organisation of regular training so that the employees are competent in matters of health and safety, and that personal and collective protective equipment is provided when necessary. The Supplier is encouraged to implement an Occupational Health and Safety Management System, established on the basis of international standards such as ISO 45001 or other equivalent standard, in order to identify, assess and eliminate or reduce the risks associated with its activities.

5. Freedom of association and the right to collective bargaining

The Supplier shall respect the freedom of association and the protection of the right to organise, as well as the right of its employees to organise and bargain collectively, as defined in ILO Fundamental Conventions 87 and 98. The Supplier shall not hinder the establishment of means for free and independent collective bargaining.

6. Equal treatment and non-discrimination

The Supplier shall ensure equal treatment and equal opportunities for its employees and shall refrain from any discrimination in terms of hiring, remuneration, access to training, promotion, ethnic, social or cultural origin, gender, age, religion, opinion, family situation or membership of a trade union, in accordance with ILO Fundamental Conventions 100 and 111.

The Supplier shall treat all of its employees with equal respect; it shall not inflict corporal punishment, use physical or moral coercion, engage in any form of abuse, harassment or threats.

7. Inclusion

The Supplier undertakes, insofar as possible, to encourage the integration through employment sector, employment adapted to people with disabilities, as well as the social and solidarity economy sector.

8. Rights of local communities and indigenous peoples

The Supplier undertakes to scrupulously respect the rights of local populations and to avoid any violation of their fundamental rights, notably with regard to land use and property rights. It must ensure that all land acquisitions are carried out in a transparent and equitable manner, with the informed and prior consent of the communities in question. The Supplier also undertakes to consult local populations and integrate their opinions into decisions regarding land use, to carry out environmental and social impact assessments, and to put in place measures to mitigate potential negative effects. It must respect formal and informal title deeds, while recognising the rights of small farmers and indigenous communities.



Environmental requirements

The Supplier and any subcontractors undertake to ensure that their activities do not harm the environment by seeking to implement a structured environmental policy (governance, strategy, indicators, objectives). They must comply with all laws and regulations in effect in all of the countries in which they operate, while paying particular attention to the following points:

1. Eliminating or minimizing potential environmental risks

The Supplier undertakes to eliminate or minimize potential environmental risks, in application of the precautionary principle in the approach to environmental problems. This means that the Supplier is adapting to climate change, by undertaking to anticipate the potential impacts of its activity on the environment, and to take measures so as to limit them.

The Supplier undertakes to avoid all dangerous discharges, so as not to cause any pollution. Inevitable releases to water, air and soil must be monitored, tracked and controlled. The Supplier may, for example, use the WRI's Aqueduct Water Risk Framework tool in order to assess its impact on aquatic resources³.

2. Promoting the circular economy

Insofar as possible, the Supplier undertakes to comply with local legislation and to promote ecodesign, while drawing inspiration from the principles of the circular economy at each stage of the life cycle of its products or services. This includes maximum reduction or reuse of waste, with special attention to its management of raw materials, as well as using recycled materials or parts, whenever possible.

emeis invites its Suppliers to adhere to the circularity approach which calls for assessing whether it is possible to avoid, reduce, reuse and ultimately recycle resources throughout the life cycle.

3. Limiting environmental impact by reducing greenhouse gas emissions

With an awareness of the need to reduce its GHG emissions throughout its value chain, *emeis* asks each of its Suppliers to commit to a process of measuring and reducing its carbon footprint. To this end, the Supplier undertakes to limit the use of non-renewable energies and raw materials, as well as products that do not respect the environment. Subscribing to the Science Based Target initiative⁴ or any other GHG emission reduction plan is encouraged.

The Supplier is encouraged to produce and share with *emeis* its carbon footprint (scopes 1 and 2 until 2025) then scope 3 from 2026.

The Supplier also undertakes to provide the *emeis* Group with annual information on its greenhouse gas emissions (scopes 1, 2 and 3).

³ Suggestion of this [tool for assessing risks on water](#).

⁴ To this end, we suggest that the Supplier should refer to scientific initiatives, such as the [SBTi](#).

4. Biodiversity conservation

With the objective of protecting biodiversity, defined as «the diversity of life forms on Earth, living organisms, ecosystems and their interrelationships», the Supplier must strive to recognise and minimize the adverse effects of its operations as well as the products and services that it offers.

In order to comply with the European Deforestation regulation (EUDR⁵), the Supplier must be able to prove that the materials used do not contribute to deforestation. The Supplier must at least comply with the CITES Convention (Convention on International Trade in Endangered Species of Wild Fauna and Flora⁶).

It is encouraged to report to the CDP (Carbon Disclosure Project) organisation, notably in the Forest category⁷, in order to monitor and reduce its impact on forests.

5. Raw materials and packaging

The Supplier undertakes to reduce the use of raw materials in its supplies and the manufacturing process of products. The preferential use of recycled raw materials is a must.

The Supplier undertakes to carry out a study aimed at reducing its packaging/overpackaging and to forward it to *emeis*. The use of critical raw materials, in accordance with the definitions notably established by the European Union, must be avoided or limited insofar as possible. The Supplier is encouraged to promote the substitution of these materials or to favour the use of recycled resources.

6. Waste management

The Supplier is required to identify, control and treat the waste generated by all of its activities in accordance with the applicable regulations. Its priority must be the implementation of efforts to minimize the amount of waste.

7. Animal welfare

The relevant Suppliers are encouraged to commit to animal welfare, ensuring freedom from hunger, thirst and malnutrition, freedom from fear and distress, freedom from physical or thermal stress, freedom from pain, injury and disease, and freedom from the expression of abnormal behaviours.

⁵ [Applied in the EU since June 2023.](#)

⁶ <https://cites.org/fra/disc/what.php>

⁷ <https://www.cdp.net/en/forests>



Ethical requirements

1. Business ethics

The Supplier undertakes to promote transparency, notably vis-à-vis *emeis* employees, in order to avoid any situation of actual or potential conflict of interest. The Supplier must immediately inform the *emeis* Group upon learning of a potential conflict of interest affecting our Group.

The Supplier must avoid any form of corruption, influence peddling, or any action that could be interpreted as such. It may not solicit or accept benefits if there is a risk that this could influence its business decisions. It may also not offer illegal benefits, nor any type of donations, gifts, invitations to business meals or business events, or any other consideration that is directly or indirectly provided in exchange for favourable treatment.

The Supplier is obliged to prevent money laundering within its sphere of influence. Money laundering is defined as concealing the origin of illegally obtained funds so that they appear to come from legitimate sources

The Supplier is also required to prevent any fraud, defined as an act carried out using unfair means intended to secure a consent, to obtain an undue material or moral advantage, or carried out with the intention of evading the application of a mandatory or prohibitive law.

The Supplier undertakes to fully respect the confidentiality of the personal data of its employees, customers, suppliers and consumers, and to prevent unauthorised access to them.

2. Competition

The Supplier must comply with the principles of free, transparent and fair competition in all business relations, while notably refraining from an infringement of competition and antitrust laws.

3. Reporting procedures

At any time, the Supplier may use the *emeis* online incident reporting system at the following address <https://emeis.signalement.net/> to report any suspected breach of the commitments specified in this Charter, and notably with regard to:

- Bribery, influence peddling and conflict of interest
- Discrimination, harassment, occupational health and safety
- Fraud, misappropriation and theft
- Anti-competitive practices
- Rights and protection of individuals
- Protection of the environment
- Non-compliance with laws, regulations or the public interest

4. Monitoring the implementation of the *emeis* Responsible Purchasing Charter

The *emeis* Group aims to build lasting relationships with Suppliers that are committed to sustainable development.

In this context, this Purchasing Charter is systematically appended to the contracts governing the relations between the *emeis* Group and the Supplier. *emeis* reserves the right to request information from the Supplier on its adherence to this charter as well as to carry out, in agreement with the latter, compliance, social and/or environmental assessments or even audits.

A serious breach of this Charter by the Supplier could jeopardize the long-term relationship with the *emeis* Group.

Reference texts

International or national regulations relating to the activities of Suppliers:

- Principles of the 1948 Universal Declaration of Human Rights
- Fundamental Conventions of the International Labour Organization
- Organisation for Economic Co-operation and Development (OECD) Guidelines for Multinational Enterprises
- 10 principles of the United Nations Global Compact

Signing of the Responsible Purchasing Charter

I, the undersigned, hereby confirm:

- that we have received and are fully aware of the Responsible Purchasing Charter of the *emeis* group;
- that we adhere to and undertake to respect its principles and the essential elements of the commercial relationship, and that their non-compliance may be considered as a breach of our obligations, that could lead, depending on its severity, to the termination of the contract;
- that we undertake to participate in *emeis* assessments and implement any required action plans;
- that we will encourage our direct Suppliers to follow these principles.

Name of the company:

Name and position of authorised representative:

Signed in:

Date:

Signature and stamp of the company:



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