



ESG Consultancy – Suppliers Code of Conduct

Our **Supplier's Code of Conduct** is an integral part of the formal governance of ESG Consultancy. The same principles and standards are applied consistently throughout all our governance policies.

Transforming and empowering businesses worldwide, our mission at ESG consultancy is to seamlessly integrate sustainability and responsible practices into the heart of every operation. Through innovative strategies and unwavering commitment, we pave the way for a harmonious future where economic success, social well-being, and environmental stewardship thrive.

At ESG Consultancy, we treat our suppliers fairly and ethically, as our Code of Conduct sets out.

The **Suppliers Code of Conduct** includes our expectations about the Environment, society, and governance for our suppliers. We expect our suppliers to share the standards expressed in this supplier's Code of Conduct and replicate these standards further down their supply chain.

This **Suppliers Code of Conduct** is considered an integral part of everyday business relations and all contracts concluded with ESG Consultancy.

1. COMPLY WITH LAWS

At ESG Consultancy, we expect suppliers to comply with all applicable laws and regulations in the countries in which they operate. The higher standard should always be applied when there is a difference between a legal requirement and our Code of Business Conduct or Compliance Policies.

2. LABOUR AND HUMAN RIGHTS

At ESG Consultancy, we expect Suppliers to respect and support human rights as set out in the International Bills of Human Rights and the ten principles of the UN Global Compact ¹, in line with the UN Guiding Principles on Business and Human Rights². Suppliers treat their workers, individuals, and communities affected by their activities moderately, equally, and with respect.

¹ <https://unglobalcompact.org/>

² <https://www.undp.org/sites/g/files/zskgke326/files/migration/in/UNGP-Brochure.pdf>



2.1 Child labour

At ESG Consultancy, we expect suppliers not to employ children under 15. This limit applies if the law sets a higher minimum working age or compulsory schooling to a higher period. Educational programs and training are excluded from this limitation.

Children under 18 are not permitted to be employed for any work that is likely hazardous or harmful to their health and safety.

2.2 Forced labor

At ESG Consultancy, we expect suppliers not to use forced or compulsory labor, meaning any work or service performed under threat or not consented to by the person concerned.

2.3 Non-discrimination

At ESG Consultancy, with due regard for applicable law, we expect Suppliers to refuse to engage in discriminatory practices. Discrimination means any distinction, exclusion, or preference limiting equal opportunity or treatment. It may be based on race, color, nationality, gender identity and expression, sexual orientation, political or religious conviction, cultural background, age, health status, disability, physical features, family obligations, or other considerations.

2.4 Freedom of association and right to collective bargaining

At ESG Consultancy, we expect Suppliers to recognize and respect workers' freedom of association and their right to choose their representatives freely. Suppliers also recognize workers' right to collective bargaining and ensure that worker representatives do not suffer any discrimination.

2.5 Working hours

At ESG Consultancy, we expect Suppliers to ensure that national applicable legal restrictions on working hours, including overtime, are complied with. Workers have at least one day off each week, apart from exceptional circumstances, and for a limited period.

2.6 Wages and benefits

At ESG Consultancy, we expect Suppliers to make conditions of employment clear when hiring by providing workers with written documentation that outlines the basic terms and conditions of work in a language they can understand. Suppliers must comply with applicable laws relating to wages and benefits (including, amongst others, minimum wages, overtime pay, and

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piece rates) and pay workers promptly. Deductions from wages must not be used as a disciplinary measure. In all cases, wage rates for overtime are higher than for normal hours.

2.7 Health care and safety at work

Health, security, and other workplace standards must meet all local laws and safety regulations. Accidents and work-related injuries have to be prevented.

At ESG Consultancy, we expect Suppliers to ensure that the workplace and its Environment do not endanger workers' mental and physical integrity or health. Action to reduce the causes of accidents and improve working conditions is the object of ongoing programs. Sanitary equipment, canteens, and housing provided to workers are built and maintained by applicable legal requirements. At a minimum, Suppliers must provide workers with drinking water, clean toilets in adequate numbers, adequate ventilation, emergency exits, proper lighting, and access to medical care.

2.8 Diversity, Equity, and Inclusion

At ESG Consultancy, we expect Suppliers to conduct a human resources policy based on equity, non-discrimination, and inclusion best to reflect the country's social diversity within the company and create favorable conditions of well-being and worker engagement through training and awareness-raising programs.

2.9 Bullying, Harassment, and Disciplinary Practices

At ESG Consultancy, we urge Suppliers not to use violence, threats of violence, or other forms of physical coercion or harassment. Corporal punishment, mental, physical, or verbal abuse, sexual harassment or sexual abuse, and harsh or inhumane treatment are prohibited.

3. ENVIRONMENTAL CONSIDERATIONS

At ESG Consultancy, we expect suppliers to commit to respecting and protecting the Environment through sustainable business development. Suppliers monitor and report on its environmental impacts, mitigate and minimize these wherever possible, striving to actively work on emission reduction to the air, soil, and water and on more efficient use of natural resources.



3.1 Environmental Laws, Permits and Reporting

At ESG Consultancy, we expect Suppliers to comply with applicable environmental laws, standards, and notices from regulators. Suppliers must obtain, maintain, and keep current and comply with necessary environmental permits, approvals, and registrations.

3.2 Production

At ESG Consultancy, we expect Suppliers to work on minimizing the consumption of energy coming from all sources. It will develop the use of renewable energy. Suppliers shall optimize transportation to reduce fuel consumption. Suppliers shall minimize water consumption.

3.3 Chemicals

At ESG Consultancy, we expect Suppliers to reduce the use of chemicals and exclude the use of hazardous substances to consumers' health.

3.4 Climate change and greenhouse gas emissions

At ESG Consultancy, we expect Suppliers to work at measuring direct and indirect greenhouse gas emissions of their different activities. Suppliers shall work at minimizing their overall greenhouse gas emissions.

3.5 Environmental management

At ESG Consultancy, we expect Suppliers to work on measuring and controlling their environmental risks.

Suppliers shall work at measuring its transported, imported, and hazardous wastes according to the Basel Convention. Suppliers shall aim to implement the environmental management system recognized by national/international authorities.

4. BUSINESS INTEGRITY

At ESG Consultancy, we act honestly and honestly and don't make or receive improper payments, benefits, or gains.

At ESG Consultancy, we expect Suppliers to act ethically and be honest, transparent, and trustworthy in dealing with others. The highest standards of ethical, moral, and lawful conduct are expected from Suppliers. In particular, Suppliers shall comply with all legal and contractual obligations relating to their business activities, and any conduct (including by omission) that is unlawful or that violates such obligations won't be accepted.

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4.1 Anti-bribery and corruption

At ESG Consultancy, we expect Suppliers to comply with all applicable laws related to corrupt practices, such as bribery, extortion, fraud, and unlawful restrictive trade practices.

Suppliers shall not engage in bribery or corruption to obtain an unfair or improper advantage for business or financial gain, whether actual or perceived.

At ESG Consultancy, soliciting, offering, or accepting gifts, hospitality, or expenses is prohibited.

4.2 Conflict of Interest

At ESG Consultancy, we expect suppliers' workers to be free from actual or perceived conflicts of interest. Conflicts of interest are situations that could conflict, or appear to conflict, with a worker's responsibilities at Suppliers.

4.3 Confidentiality and all workers

At ESG Consultancy, we expect Suppliers to take confidentiality seriously, and all workers are required to protect the company's confidential information and intellectual property. Suppliers must also protect their consumers' and business partners' personal information and intellectual property. Suppliers may have access to it as part of their business relationship. Likewise, Suppliers commit to complying with all relevant data privacy requirements of the jurisdictions in which they operate.

4.4 Money laundering and fraud

At ESG Consultancy, we expect Suppliers to reject any attempt to use its business to launder money and will only work with legitimate business partners. Suppliers also have a zero-tolerance stance against fraud (such as theft or misuse of assets, non-compliance with travel and expense policies, or speculation).

4.5 Raising a concern

Should you have any concerns regarding this supplier's Code of Conduct or application, please speak directly to your contact at ESG Consultancy. If you prefer to report a problem confidentially through another channel, contact the CEO directly at francine@esg-consultancy.be. This tool can be used in Cognito if needed. Somebody will appropriately investigate and take appropriate actions where breaches are found.

Anyone who reports a genuine concern in good faith must not be retaliated against.



5. AUDIT

ESG Consultancy reserves the right to confirm the adherence to the principles set out in this ***Suppliers Code of Conduct*** via on-site or desktop audits. Suppliers will be given sufficient warning if on-site audits are required, and the audit will not unnecessarily disrupt their operations.

Signed by CEO
& Chairwoman of the Board
Francine Carron.
19/12/2023

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