

Sustainable Procurement Charter



ADK-USINE-ELT7-POL-0004-Version 1.0 (Anglais)

1 PREFACE

The respect we have for people and the environment in which we live dictates our priorities. Our concern for sustainable development goes to the entire supply chain beyond our own activities, in accordance with our commitment to responsible business conduct. We believe it is our responsibility to understand our supply chain and to use this knowledge to make improvements where possible strengthening our suppliers' commitment to sustainable industrial and business practices.

2 COMMITMENTS ALUMINIUM DUNKERQUE

As part of our sustainable supply chain management policy, we are committed to:

- Ensure that all our suppliers adhere to our Code of Conduct, to our Procurement Policy (available in our website) and to our General Purchasing Conditions (GPC). These documents define the environmental, social and governance commitments of Aluminum Dunkirk.
- Perform an initial assessment of our key suppliers.
Before entering any commercial relationship, the **Purchasing Team** follows a structured process that aims to validate the supplier's capability and capacity to meet Aluminum Dunkirk's requirements in terms of Safety, Quality, Delivery Performance, and Sustainable Improvement. This process results in the corresponding Supplier Risk Analysis and Supplier Assessment. Key suppliers engage Aluminum Dunkirk in significant business relationship representing the top 90% of our annual spend

In this context, the **Purchasing Team**:

- Maps current supply base to identify **Key Goods and Services Suppliers** as well as potentially High Risk Suppliers relative to their geographic location or other business factors.
 - Evaluates the supplier's responses to our Supplier Questionnaire
 - Perform additional risk analysis for suppliers presenting a potentially high risk, this evaluation can take different forms and this depending on the nature of the risk
- Assess supplier performance
The **Purchasing Team** and **Raw Materials & Energy Teams** builds benchmarks specific to each purchasing category applicable to the supplier including:
 - Raw Materials / Energy
 - Industrial services
 - Spares and consumables
 - Equipment and associated services
 - General services
 - Transportation

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The assessments cbe done on a monthly to yearly basis depending on the category. For Industrial Services Suppliers, the best performers are recognized in our annual ceremony dedicated to External Services Providers.

- Engage in dialogue with Suppliers:
As part of our sustainable supply chain management policy, we will continue to encourage our key suppliers and service providers to join the United Nations Global Agreement (Guiding principles on business and Human rights), the Aluminum Stewardship Initiative (ASI), and other similar development programs. We also strive to support our suppliers in this process
- **Purchasing Team's** adherence to the Code of Conduct and Training:
All the members of the **Purchasing Team**, as ambassadors of Aluminum Dunkirk, strives to comply with our Code of Conduct and to enforce it with the various suppliers and stakeholders.
Continuous training of the Purchasing Team reinforces the application of sustainability criteria into our purchasing decisions, as well as in the implementation of our sustainable supply chain management policy.

3 SIGNATURE

I, the undersigned, hereby confirm:

- That we have received and are fully aware of the following documents (check those that you have received and read)
 - Sustainable Procurement charter
 - Code of conduct
 - Purchasing policy
 - General Conditions of Purchase
- That we adhere to and commit to respecting these principles, and that their non-compliance could be considered as a breach of our obligations, which could lead to the termination of the contract depending on the seriousness of the infraction;
- That we will inform accordingly to all our direct suppliers, and encourage them to follow these principles

Company:.....

Name and Title:.....

Completed at (place):.....

On :...../...../.....

Signature: