

# SUPPLIER CODE OF CONDUCT



# Edito

Dear Partners,

Roquette is a **global leader in plant-based ingredients** and a **pioneer of new vegetal proteins**.

One of the four pillars of our sustainable development approach concerns our way of **sourcing**. For this reason, we commit to **sustainable and responsible sourcing** by relying on the **best ethical and professional practices**.

We would like to share these practices in the following Supplier Code of Conduct. This Supplier Code of Conduct is intended to set the **principles of Roquette group** of companies for its **network of suppliers** – including its **agricultural suppliers**.

By committing to following these principles, together, Roquette and its suppliers, will ensure they **share the same ethical values** and **professionalism**, which are the first key step to a **long-term relationship and sustainable growth**.

*Benoit Lentz*

Head of Procurement



# Preamble

This **Supplier Code of Conduct** is based on the **Universal Declaration of Human Rights**, the principles of the **United Nations Global Compact and the conventions of the International Labor Organization (ILO)**, the principles laid down by the **Ethical Trading Initiative (ETI)** as well as **Roquette's Code of Conduct**<sup>1</sup>. It does not serve as a substitute for the various regulations, standards and current applicable laws in the different countries.

Roquette is at the **forefront of compliance in all countries** where the Roquette group operates. We are committed to abiding by the **California Transparency in the Supply Chains Act of 2010** and the **UK Modern Slavery Act of 2015** and other similar national laws and regulations.

Suppliers also commit to **respect these regulations, standards and laws in the countries** where they carry out their activity or/and as applicable.

When a supplier performs services for a Roquette entity, it commits to **abide by this Supplier Code of Conduct**, and to guarantee that these, or equivalent principles, are **known and followed by their own suppliers and contractors**. This is the first step of the approval process before any business relationship with a Roquette entity can be started.

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<sup>1</sup> Available on [www.roquette.com](http://www.roquette.com)

# Our Values

An organization's culture lies in its **core values**.

Values that describe who we are, how we engage with our stakeholders, and how we contribute to our society.



We are a **family-owned company** guided by a strong sense of purpose. We are **authentic people**, we stay true to our commitments and we **act with transparency**.

Our values are the foundation of our success and essential to achieving our mission to better feed people and treat patients while taking care of the planet.

Roquette's story is a **human and family adventure** that began almost a century ago. Since then, thousands of men and women, driven by a unique vision, have committed themselves to provide people with the food, nutrition and health they need according to their lifestyle choices, their age, where they live and what they do.

All over the world, **talents from different origins, skills and backgrounds** have come together at Roquette to **unlock the potential of nature** and contribute to building a healthier future.

At Roquette, we **embody our 4 values in everything we do.**

We base our culture on:

AUTHENTICITY

FORWARD-LOOKING

EXCELLENCE

WELL-BEING

**Authenticity:** We are genuine people, we are true to our commitments and act honestly and responsibly.

**Excellence:** We are a group of committed people; every day we do better and go further to meet customers and consumers expectations.

**Forward-looking:** We rely on our family heritage and long-term vision to constantly explore, collaborate, and innovate. This is crucial to continuously address and anticipate our customers' needs.

**Well-being:** We improve well-being by enhancing everyday products, while taking care of resources, territories, and communities. We are committed to fostering an easy and enjoyable working environment and customer experience.

Our consumers and customers trust us **for doing business with honesty and integrity.** Trust is one of our greatest assets and requires the **highest standards** of behavior every day.



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# HUMAN RIGHTS, LABOR & SAFETY & HEALTH AT WORK



Suppliers shall **prohibit forced labor and child labor** in compliance with, among others, the **fundamental ILO conventions**.

**Suppliers must combat all types of abuse, violence, discrimination or harassment**, in particular discrimination tied to color, race, sex, sexual orientation, age, ethical affiliation, origin, family situation, religion, disability or any other characteristic that is protected by law and promote equal opportunity among employees.

**Suppliers must respect freedom of association and the right to collective bargaining** for employees, in compliance with applicable.

Suppliers shall **provide working and remuneration conditions** that are dignified and in compliance with applicable laws and international standards.

Suppliers shall provide a work environment that promotes **health, safety and security**.

It is imperative for suppliers to abide by the **Roquette rules for hygiene, health and safety** during all interventions at Group sites as such rules are provided to them.



## FOOD FRAUD PREVENTION

Suppliers in the food or feed activity should carry out a **risk assessment of their activity, implement a feed/food fraud policy** and ensure this policy is **properly implemented** by themselves, within their group, or by their subcontractors.

## ENVIRONMENT AND SUSTAINABILITY

Suppliers' adoption of **sustainable practices** plays a critical role for Roquette and Roquette supports and encourages sustainability among its suppliers.



Applicable **environmental laws and regulations** shall be implemented by suppliers and the adoption of global standard such as ISO 14001 is encouraged. Also, **Energy reduction plans** are encouraged as well as activities that contribute to i) the **growth and development of the international and local communities**, ii) ensuring precious global **resources such as water and agricultural products for future generations**.

Suppliers should limit as much as possible the impact of their activities on the environment for instance by **reducing or recycling waste** as much as possible or reducing greenhouse gas emissions. Suppliers shall follow **the Roquette rules for environment protection** during all intervention at Group sites (e.g waste management).



## PRODUCT QUALITY AND SAFETY



Suppliers – including agricultural suppliers- must follow **high quality and product safety standards**. Products, ingredients and services delivered shall meet specifications as agreed by both a Roquette entity and suppliers and comply with all applicable laws and regulations.

Roquette expects suppliers to report immediately any concerns they may have regarding **product safety or quality**.

## FREE COMPETITION

It is imperative for suppliers to comply with rules related **to free competition**. Suppliers must commit to **competition based on price, quality and services**, and only seek competitive, advantage through **lawful means**.



# CORRUPTION, FRAUD AND CONFLICT OF INTEREST



Roquette has adopted a **zero-tolerance policy with respect to corruption and fraud**. **Suppliers must prevent and reject all types of corruption**, including extortion and kickbacks.

Infringement of the laws related to corruption, extortion, conflicts of interest and fraud may lead to commercial, financial, administrative or penal sanctions.

**Suppliers shall not directly or indirectly offer or receive gifts, invitations** or other advantages beyond a reasonable limit and in compliance with legal limits. These advantages must in no way influence or appear to influence a decision.

Invitations and other advantages are prohibited during a call for tender. Symbolic advertising gifts may be accepted once a year. **Monetary gifts** (cash, checks, transfers, etc.) **are strictly prohibited**. In case of doubt concerning the reasonable value of a gift or invitation, its acceptance will be subject to agreement by Roquette Purchasing Department.

**Conflicts of interest:** When a Supplier has a direct or indirect personal interest or personal relationship with an employee or a shareholder of a Roquette entity, a notification should be sent via **SpeakUp®**.

If a Supplier is aware of misconduct, it shall notify it to **SpeakUp®**.



[https://www.speakupfeedback.eu/web/roquette/select\\_country/](https://www.speakupfeedback.eu/web/roquette/select_country/)

## PROHIBITION OF MONEY-LAUNDERING



Money-laundering can occur where an action is taken to **mask the true origin of money or assets** that are connected to **criminal activity**.

Roquette requires its suppliers to commit to taking **all appropriate measures to prevent their operations from being used in relation to money-laundering activities**.

## CUSTOMS AND SECURITY AUTHORITIES

Suppliers are required to **comply with applicable customs laws**, including those relating to **imports** and the **ban on transshipment of merchandise to the importing country**.



# TRADE RESTRICTIONS AND INTERNATIONAL SANCTIONS



Our Suppliers must **respect international trade restrictions and sanctions**, taking into account any changes in these measures, as well as all **laws and regulations concerning export controls**.

# CONFIDENTIALITY

All elements transmitted by Roquette to suppliers (information, drawings, etc.) are considered to be **confidential**. Each party commits to taking the **necessary steps to guarantee confidentiality** and avoid the theft, release or abusive or fraudulent use of these elements.



## IT SECURITY, PRIVACY AND DATA PROTECTION



Suppliers must comply with their obligations under applicable data protection laws, associated regulatory requirements and policies on the **right to privacy and information security** at Roquette when personal data is collected, stored, processed, used or transferred.

In case of doubt, suppliers should contact either their own **Data Protection Officer** (DPO) or Roquette's DPO at [dpo@roquette.com](mailto:dpo@roquette.com) .

To exercise your rights as a data subject, you can use [this form](#) available on [www.roquette.com/Data-Protection](http://www.roquette.com/Data-Protection) .

In case of data breach, suppliers should fill in [this form](#).

## COMPUTER NETWORK THREATS

Suppliers should **implement measures in order to protect their or Roquette's** – as applicable - **computer networks** against security threats.



## CHECKS AND APPLICATION

Awareness, formal acceptance and respect of the **Supplier Code of Conduct** are part of i) the criteria for evaluating and referencing Roquette suppliers, and ii) their contractual obligations.



Roquette may carry out **checks or audits of suppliers**, either directly or through an organism delegated by the company, which suppliers agree with.

## REPORTING CONCERNS



If Suppliers are **aware or suspect behaviors** that are **contrary to the principles listed in this code**, the same should be brought to Roquette's attention by notifying **SpeakUp®**.



[https://www.speakupfeedback.eu/web/roquette/select\\_country/](https://www.speakupfeedback.eu/web/roquette/select_country/)

*A supplier working with a Roquette entity accepts that failing to comply with this Supplier Code of Conduct is a sufficient ground for Roquette to end any commercial relationship with this supplier.*



**ROQUETTE**

*Offering the best of nature™*

