



ENGIE UK and Ireland Supplier Charter

As a supplier or subcontractor for ENGIE we ask you to commit to our Supplier Charter which is aligned to Engie's Responsible Business Charter which supports our company purpose is "Improving Lives through Better Living and Working Environments". This Supplier Charter also pledges our suppliers to support us meeting our objectives set out in our Responsible Procurement Policy and the Responsible Business (RB) Charter and deliver social, economic and environmental value to our customers and the communities we serve. The Charter commitments are outlined in our service level agreements with our suppliers.

Supplier / Subcontractor Commitments to ENGIE:

- 1. Compliance to ENGIE's ethics, anti-bribery and corruption and modern slavery and anti-discrimination standards**
 - Ensures compliance with ENGIE's Ethics Charter and Practical Guide to Ethics and with all applicable laws, statutes, regulations and codes including the 10 Principles of the UN Global Compact
 - Conducts its business in a manner that is consistent with the Modern Slavery Act 2015 and fundamental protection of Human Rights which includes implementation of a due diligence procedure for its own supply chain to ensure that there is no forced or compulsory labour, slavery or human trafficking taking place
 - Ensures that it maintains fair competition and avoid complicity in its business practices
 - Ensures there is full compliance with all relevant legislation relating to equality and diversity, in particular the Equality Act 2010 and is committed to promoting equality of opportunity and diversity within the organisation and its supply chain
 - Ensures that any concerns or non-conformities must be reported through the ENGIE Ethics & Compliance reporting system either by phoning 03337007020 or emailing EthicsandComplianceUK@engie.com
- 2. Compliance Responsible Business, Quality and Environmental standards**
 - Maintains and operates a quality assurance policy or system that is certified to ISO9001 standard (which ENGIE works to) or equivalent. Where there is no quality standard in place, the supplier agrees to work to the principles of ENGIE's quality assurance
 - Complies with all relevant standards for health and safety of employees and third parties and (as a minimum) maintains all statutory hygiene requirements
 - Maintains and operates an environmental policy certified to an ISO14001 and ISO50001 standard or equivalent and has policies in place to protect the environment and minimise any negative impact on the environment in compliance with relevant national, European and international standards
 - Supports ENGIE to meet our energy and carbon reduction targets by improving energy efficiency of its operations and by offering optimised low-carbon products and services
 - Supports ENGIE to meet our zero waste to landfill target and offer products made from re-used and recycled materials or virgin materials certified in accordance with responsible sourcing best practice (e.g. timber and timber products supplied to us or procured to carry the Forest Stewardship Councils (FSC) or equivalent Trademark)
 - Supports ENGIE to eliminate use of all single use plastics as part of its Circular Economy strategy
 - Supports ENGIE to meet our commitments in relation to biodiversity by limiting the impact on the natural environment of their products and services
 - Supports us to identify opportunities to reuse and reduce water use from our supply chain operations
 - Be a good neighbour, minimise negative local impacts (noise, air quality), improve green areas (e.g. biodiversity, visual attractiveness)



3. Compliance to Health and Safety

ENGIE's Health and Safety policy aims to ensure that its subcontractor's standards are at least equal to its own safety standards and, in particular, eliminate **serious or fatal accidents**. At ENGIE, «No life at risk» means, for both ENGIE and subcontractors' employees, the implementation of 4 practices that apply to everyone:

Shared vigilance:

Shared vigilance is being vigilant for our own and for everyone's safety. All employees, either from ENGIE or from subcontractors shall alert anyone if his/her safety seems threatened and know how to react to someone's who intervenes to protect his/her own safety and wellbeing.

HIPO:

An HIPO is an event with very high potential severity that could lead to a fatal or serious injury. In order to prevent the worst from happening one day, all employees shall report HIPOs to management.

The breakpoint:

Not as safe as it can be? Stop immediately. It is each employee's duty to help to ensure everyone's safety, both ENGIE employees or staff from subcontractors. In such case, employees shall alert management and only resume the task when safety conditions are restored.

Life Saving Rules:

Both ENGIE and subcontractors must ensure that teams' working environment complies with the lifesaving rules.

The 9 fundamental rules to respect in order to save lives are:

- Do not walk or stand under a load
- Stay out of the moving path of vehicles, plant and equipment
- Clip on you harness when working at height
- Only enter a trench if the appropriate wall supports are in place
- The atmosphere must be tested safe before entering a confined space and monitored as you work
- Do not perform hot work unless the fire or explosion risks have been eliminated
- Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting the work
- Do not handle your phone or any other communication device when driving
- Do not drive under the influence of alcohol or drugs

Information about the "No life at risk" program is available on the following link:

<https://www.engie.com/en/commitments/global-care/>

In line with the previously presented principles, the Subcontractor shall comply to the 10 following obligations:

1. The Health & Safety Requirements, as detailed in the Contract or Purchase Order, shall be respected by the Subcontractor. The Subcontractor makes sure his subcontractors fully comply with them as well. These requirements include (non-exhaustive list) the above Life-Saving Rules, the roles and responsibilities of each Party and the health and safety coordination provisions. They determine the specific provisions for works and services, including specific mechanisms for safety, organisation, competencies, qualifications, equipment and documentation as well as a description of the work permit system if applicable.
2. Subcontracting is subject to the prior approval of ENGIE. The Subcontractor shall inform ENGIE prior any temporary workers mobilization.
3. The Subcontractor undertakes to communicate and explain the Health & Safety Requirements, including the Life Saving Rules, to its own employees and temporary workers and to employees of its own subcontractors; proof of this communication by Subcontractor shall be submitted to ENGIE on request.
A breach of one of the Life Saving Rules by any personnel under the authority of the Subcontractor may lead to exclusion of the site of such personnel. All activities must be subject to a prior risk assessment.
 - a. To ensure that safety conditions are met, both Parties will visit the site in advance, identify the risks and define the minimum safety conditions to be met. When ENGIE is not in charge of the site where



the Services are provided, ENGIE will make his best efforts to organize the visit with the site manager.

b. works and services will not start if the minimum safety conditions are not met.

4. ENGIE and the Subcontractor must conduct regular planned or unplanned inspections (verifying certificates and the state of equipment, plants, vehicles, protective equipment, etc.) and checks (assessing compliance with the Life-Saving Rules and safety instructions, the information given, the conformity of completed work, etc.). The results of these inspections and checks must be documented and exchanged between ENGIE, the Subcontractor and any of its subcontractors.
5. ENGIE shall coordinate health and safety aspects, either directly or indirectly. The Subcontractor will support this coordination efforts by actively contributing to the exchanges, communicating their risks and informing their employees of the decisions taken.
For doing so, both Parties have designated a Health & Safety representative.
6. The Subcontractor must inform ENGIE of any accident, significant incident or **HIPOs** immediately. The Subcontractor must send ENGIE an analysis of the event and a list of suggested preventive or corrective measures. (Where the Purchase Order/s exceeds a significant amount (more than £20,000) the subcontractor must provide information monthly about the hours worked (by its staff and that of any and all of its subcontractors) so that the frequency rate can be calculated (for this Purchase Order/s).
7. In the event of serious and imminent danger, all employees – of ENGIE, the Subcontractor and its subcontractors – must cease or call a halt to work if required by the situation, for their own safety and/or that of other people or property (**Breakpoint**). In such cases, ENGIE must be informed of the situation immediately.
8. If tests need to be carried out prior to the commissioning of equipment installed by the Subcontractor, the specific risks must be jointly analysed in advance with a view to clearly defining the respective roles. If required, safety documentation must be updated by the Subcontractor and staff operating the facility must be given adequate training by Subcontractor before commissioning. A final inspection of all works must be carried out by both Parties.
9. The Subcontractor's Health and Safety performance will be periodically assessed. The period and level of assessment shall be directly proportionate to the level of risk, using the following criteria as guidance:
 - a. Compliance to the Health and Safety Requirements, in particular the Life-Saving Rules;
 - b. Level of transparency, especially on dangerous situations (HIPOs);
 - c. Subcontractor's involvement and leadership in accordance with its expertise (e.g. visits, inspections and checks, best practices and suggestions for improvement).The results of such assessment will be communicated by ENGIE to the Subcontractor.
10. If the Subcontractor fails to comply with all or some of the Health and Safety Requirements, a system to manage and review appropriately for the context and proportionate to the discrepancies shall be applied. In situations where the Subcontractor's breach leads to suspend works and services, the Subcontractor will indemnify ENGIE. The Indemnity is based on the consequences of the breach, including costs of restoring the health and safety conditions required by ENGIE (e.g. stopping the works/project, demobilising staff, temporarily excluding the supplier from subsequent calls for tenders). In the case breach is reiterated, ENGIE may decide if the subcontractor's qualification shall be temporarily suspended (thus, the subcontractor will not be invited to participate in calls for bids) or continued, subject to recovery plan.

4. Commitment to transparency and improvement

- Undertakes an annual self-assessment questionnaire and takes part in any quality, health and safety and environmental audits to monitor performance
- Complies with all statutory, regulatory and ENGIE reporting requirements
- Provides us with information on the provenance of products and be transparent in relation to identification of risks, processes and working practices
- Registers with the Action Sustainability Supply Chain School, of which ENGIE is a founding member for the Facilities Management part
- Helps us meet our ENGIE targets and objectives outlined in our RB Report [link can found here on the ENGIE CR page](#) and works with us to identify and create value by identifying opportunities for innovation and improvement
- Engages with us on projects around best practice



5. Commitment to creating Social Value

- Supports our commitment to sourcing our products and services locally and create local and diverse supply chains such as SMEs and Social Enterprises
- Signs up to fair payment of its own suppliers/subcontractors and/or the **Prompt Payment Code** and at least and engage your own suppliers to follow this example and commit to the principles of the code
- Recruits locally, and through 'local networks and media' advertise all employment opportunities, apprenticeships, graduate programmes, internships, placements for students, training and employment schemes
- Collaborates on ENGIE employment and employability initiatives
- Collaborates on ENGIE community Investment activities (e.g. volunteering and fundraising) including involvement in events for the ENGIE Chosen Charities

ENGIE's commitment to its suppliers and subcontractors

ENGIE seeks to manage our supply chain in accordance with best practice standard ISO20400:2017 and are committed to supporting our suppliers to develop and improve their performance and knowledge of responsible business practices. ENGIE has established a code of conduct in supplier relations which lists the 7 principles that each ENGIE employee must follow when engaging with the supply chain:

1. **Comply with laws, regulations, external standards, Group commitments and internal procedures**
2. **Treat suppliers and subcontractors fairly, transparently and impartially**
3. **Ensure that mutual commitments are respected**
4. **Protect personal data and the confidentiality of all information exchanged**
5. **Foster awareness of and meet the Group's commitments with regard to ethical and privacy standards, sustainable development and social responsibility**
6. **Avoid any conflict of interests that may undermine objective and independent decision making**
7. **Report any situation that does not comply with these rules**

ENGIE will ensure that any concerns, grievances or non-conformities relating to the above are fully investigated and followed up and the supplier/ subcontractor (should they wish to disclose their details) will be informed of the process steps.

Reminder to report through the ENGIE Ethics & Compliance reporting system Phone 03337007020 or EthicsandComplianceUK@engie.com

In addition to the above ENGIE is focused on providing support to the supply chain through the Sustainability Supply Chain School, of which it is a founding member, as well as an active partner of the Supply Chain School Leadership team. ENGIE offers bespoke training on specific topics based on risk assessment. www.supplychainschool.co.uk

Company.....

Signature.....

Name.....

Title.....

Date...../...../.....

