

# RESPONSIBLE SOURCING POLICY





# GENERAL REQUIREMENTS

## **COMERCIAL QUÍMICA MASSO**

expects suppliers to implement management systems that allow the compliance with this Responsible Sourcing Policy.

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# **SAFETY & HEALTH**





## WORKING ENVIRONMENT

CQM expects all suppliers to provide all of their employees and workers with a safe and healthy workplace and with safe and hygienic accommodation.

Workers have potable water, adequate ventilation conditions, temperature and lighting. In addition, the necessary hygiene measures and personal protective equipment must be available



## PROCESS SAFETY

Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, causes of hazards inherent in the working environment.



## PRODUCT SAFETY

Products' handling, labelling and safety regulations have to be clear for all people exposed to them. Protection from exposure is to be supplied accordingly.





# SOCIAL





## HUMAN RIGHTS

Suppliers shall support, respect and ensure that there are not complicit in human right abuses.

The suppliers must always comply with the most demanding requirements, whether relevant applicable laws, the human rights policy or this policy.



## FORCED LABOUR

Suppliers must not use any bonded or forced labour, slavery or human trafficking. It means will be no coercion in employment, payment of wages and will be no retention of passports or identity papers.



## CHILDREN LABOUR AND YOUNG WORKERS

Suppliers shall adhere to the principle that no child should be harmed by any related business operation, either directly or indirectly, and are committed to effectively abolish child labour.

It must always be proven that young workers have the legal minimum age to work.



## NO-DISCRIMINATION, RESPECT AND EQUAL TREATMENT

Suppliers shall ensure equality of treatment between individuals is guaranteed. No discrimination is allowed due to skin colour, race, religion, sex, sexual orientation, nationality, age, disability, health, pregnancy or any other factor prohibited by the law.



## WORKING TIME, REST DAYS AND HOLIDAYS

Suppliers shall ensure that working hours and overtime hours comply with law or collective bargaining agreements.



## WAGES AND BENEFITS

Suppliers must pay wages and benefits, which meet, at least, legal stipulated and according to the applicable collective labour agreement.



## FREEDOM OF ASSOCIATION

Employees, without distinction, must be allowed to exercise their to freedom of association and collective bargaining.





# **BUSINESS INTEGRITY**







## GOOD BUSINESS PRACTICES HONEST BUSINESS CODE

Suppliers shall comply with all applicable laws in the countries in which it operates including all laws regarding international trade, embargoes, sanctions and export control.



## BRIBERY / PREVENTING FRAUD

Suppliers shall have an anti-corruption policy covering corruption, including extortion, bribery or any type of fraudulent business practice.



## GIFTS AND INVITATIONS

The gifts and invitations must be symbolic and limited in order to maintain a correct business relationship with partners, customers or suppliers.

Gifts intended to obtain benefits are prohibited.



## FAIR COMPETITION

Suppliers shall be committed to a fair and competitive free market system.

Activities are developed within the framework of competition and anti-trust laws. Practices such as price-fixing, market allocation or abuse of dominant position are totally forbidden.



## INTELLECTUAL PROPERTY AND CONFIDENTIAL INFORMATION

Intellectual property together with any record or information of the company must likewise be protected. Every employee has the duty to protect all and any confidential information of the company. They must not share it with persons outside the company or with their department without express authorisation.





# ENVIRONMENT





## ENVIRONMENTAL LICENSES AND LEGAL COMPLIANCE

All legal requirements in force for environmental licenses and permits must be met.



## ENVIRONMENTAL MANAGEMENT

Suppliers must implement management plans to meet environmental compliance obligations and mitigate impacts on the environment.

Suppliers shall make continuous improvements in their environmental performance and actions towards climate change.



## WASTE MANAGEMENT

Suppliers must treat, store and transport the waste safely and controlled to avoid risks.



## WASTE REDUCTION

Suppliers must have waste reduction programs implemented in all processes where it is possible.



## ENERGY EFFICIENCY

Energy is used efficiently, and greenhouse gas emissions are reduced.



## WATER AND WASTEWATERS TREATMENT

Water use must be efficient, and a water resource management plan must be implemented.

When the facilities require it, sewage treatment plants ensure that the discharges to the public network comply with the legal limits established.



## ATMOSPHERIC EMISSIONS

Suppliers must control the atmospheric emissions derived from business activities. Plans for monitoring and minimizing them must be designed and implemented.



## HAZARDOUS SUBSTANCES MANAGEMENT, POLLUTION PREVENTION

Suppliers must take measures to correctly handle hazardous substances, avoiding environmental contamination that could derive from their incorrect management.



## NOISE POLLUTION

All necessary measures must be taken to comply with the legal requirements regarding noise pollution in their facilities.





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