

Responsible Procurement Policy

Background

Supply chains face major challenges in terms of environmental responsibility. Illegal logging and deforestation contribute to biodiversity loss and climate change.

The environmental impacts associated with purchased goods and services account for a significant proportion of companies' environmental footprint. Furthermore, social risks, particularly regarding human rights, working conditions, and health and safety, require heightened vigilance throughout the value chain.

Purpose

IPEX is a leading provider of IT-driven document management. We process, personalise and dispatch transactional and promotional documents via multi-channel paper and digital solutions. We also produce sophisticated labels to track goods used in the retail sector.

Procurement is a key strategic lever for managing our environmental and social impacts and strengthening the ethical standards of our value chain.

Aware of this responsibility, we incorporate environmental, social and governance criteria into all our purchasing decisions and encourage our business partners to adopt best practices.

This responsible procurement policy aims to formalise our commitments, guide our decisions, structure our relationships with suppliers, and promote a more sustainable, transparent and ethical supply chain.

General principles and scope of the policy

IPEX's responsible procurement policy is based on the following principles, which apply to all our activities and our value chain:

- Ethics, human rights and governance
 - Comply with legislation relating to fundamental rights (in particular human rights and the ILO Declaration).
 - Prohibit child labour or any form of exploitation and reject all forms of discrimination – whether based on age, gender, origin, disability or belief.

- Comply with legal and contractual obligations regarding business ethics.
 - Reject all forms of corruption, bribery and conflicts of interest.
 - Ensure decent working conditions for its employees (e.g. working hours, equal treatment, health and safety).
- Environment and climate
 - Reduce the environmental impact of the company's activities, in particular by promoting low-carbon products and services.
 - Preserve natural resources and biodiversity.
 - Promote eco-design, the circular economy and waste management, giving priority to local stakeholders who champion a sustainable approach.
- Organisation, skills and transparency
 - Establish performance criteria relating to its sustainability approach, including procurement.
 - Train staff involved in procurement and communicate the company's commitments to suppliers.
 - Communicate the various ESG initiatives transparently to its various stakeholders.
 - Collaborate with internal and external stakeholders to jointly develop responsible solutions.

For each of these principles, IPEX is committed to:

- Identify and assess the impacts and risks associated with our activities and supply chain through a risk analysis;
- Implement the necessary actions to manage and reduce these impacts;
- Set quantifiable and measurable targets;
- Regularly monitor progress and performance;
- Adopt a continuous improvement approach.

The procedures for governance, dissemination and transparency of this policy are as follows:

- At least one annual review by the Management Committee to take account of regulatory changes, best practice in responsible procurement and operational feedback;
- Regular monitoring of progress against the commitments and targets set by the Management Committee (at least once a year);

- Internal dissemination via our intranet, ensuring permanent access to the current version and raising staff awareness;
- External communication upon request from any interested stakeholder, ensuring transparency.

This policy applies to all IPEX companies and staff: members of the Executive Committee, permanent staff, external contractors, temporary workers, students, and anyone else required to work on IPEX premises or in connection with its activities, regardless of the workplace in question (offices, warehouses, remote working, etc.).