

A young child with dark hair, wearing a blue long-sleeved shirt, is looking through a pair of green binoculars. The child is positioned in the center of the frame, looking upwards and to the right. The background is a blurred natural setting with dirt and some greenery. A large, semi-transparent white triangle is overlaid on the image, pointing downwards from the top center. The text 'Wereldhave' is written in white, sans-serif font across the top of the triangle. The text 'Sustainable Supplier Code.' is written in a larger, white, sans-serif font across the middle of the triangle. The text 'March 2020' is written in a smaller, white, sans-serif font at the bottom left of the triangle.

Wereldhave

# Sustainable Supplier Code.

March 2020

## 1. Introduction

The Wereldhave Sustainable **Supplier Code** (“Code”) defines standards for safe and healthy working conditions and environmental responsibility throughout our supply chain. The **Code’s standards are based on** the Ten Principles of the UN Global Compact, BREEAM-In-Use requirements, and the International Labor Organization (ILO) conventions. **The Code is part of Wereldhave’s CSR program “A Better Tomorrow”.**

All suppliers must commit to adhering to the Code. For contracts above € 10.000, Wereldhave requires suppliers to explicitly sign off in contracts, in a separate sustainability charter.

Requirements in this Code apply to the whole supply chain, including sub--suppliers, sub--contractors. Standards equally apply to permanent, temporary, and agency workers, as well as salaried, hourly paid, part time, and night workers.

Wereldhave expects all suppliers to make improvements when any of these Code standards are not met, and to develop systems to ensure ongoing compliance. Timelines for achieving compliance shall be reasonable and defined. Providing proof of correction to Wereldhave for each non-compliance is required.

If a supplier or service provider has endorsed or signed environmental charters, conventions or statements on sustainability, or if he has an ISO certificate, Wereldhave asks to be informed accordingly.

Wereldhave’s mission is to “help consumers fulfill all everyday life needs.” Wereldhave seeks at all times to exercise the best possible practices for the respectful treatment of workers and promote

sustainable conditions in which our suppliers operate in safe and healthy workplaces.

*This Code replaces the Supplier Code of Conduct from 2018.*

## 2. Compliance

Our suppliers are expected to comply with: (1) all relevant and applicable laws and regulations of the country in which work is conducted on behalf of Wereldhave, including those at the national, state/provincial and local community levels, and (2) our Sustainable Supplier Code. When differences or conflicts in standards arise, suppliers are expected to comply with the highest standard that is the most in favor of the employees and the environment.

## 3. Human and labor rights

### 3.1. Forced labor

There shall be no use of forced labor. Suppliers are required to monitor any third party entity which assists them in recruiting or hiring employees, to ensure that people seeking employment at their facility are not compelled to work through force, deception, intimidation, coercion or as a punishment for holding or expressing political views. (ILO Conventions 29, 105, 182)

### 3.2. Child labor

Children (persons younger than 15 years of age or as determined by national law), will not be employed. Juvenile workers (ages 15-17) shall not perform work which, by its nature or the circumstances in which it is carried out, is likely to compromise their health or safety. (ILO Convention 138 and 182)

### 3.3. Discrimination

No person shall be subject to any discrimination in any aspect of the employment, relationship including recruitment, hiring, compensation, benefits, work assignments, access to training, advancement, discipline, termination or retirement, on the basis of

race, religious belief, color, gender, pregnancy, childbirth or related medical conditions, age, national origin, ancestry, sexual orientation, gender identification, physical or mental disability, medical condition, illness, genetic characteristics, family care, marital status, socio-economic situation, political opinion, union affiliation, ethnic group, illness any other classification protected under applicable law. (ILO Conventions 100 and 111)

### 3.4. Freedom of association and collective bargaining

Workers must be free to join organizations of their own choice. Suppliers shall recognize and respect the right of employees to freedom of association and collective bargaining. All suppliers must ensure effective grievance mechanisms which allow for employee complaints, and ensure transparent communication between employees and management. (ILO Conventions 87, 98 and 135)

## 4. Health and safety

Suppliers shall provide a safe and healthy workplace to prevent accidents and injury to health arising out of, linked with, or occurring in the course of work or as a result of the operation of employers' facilities. The employer shall take a proactive approach to health and safety by implementing policies, systems and training designed to prevent accidents, injuries and protect worker health. (ILO Convention 155)

For instance, suppliers take the necessary precautions to safeguard workers and visitors from dust, chemical products or other forms of nuisance during refurbishment or renovation works.

Wereldhave aims for zero safety incidents at our assets.

## 5. Corruption

Suppliers shall not commit fiscal fraud and abstain from mechanisms for tax evasion and money laundering. Suppliers shall not be involved in any form of corruption, including bribery, extortion or other attempts to influence.

## 6. Environment

Suppliers shall, where applicable, disclose to Wereldhave, their energy and natural resource usage, emissions, discharges, carbon footprint and disposal of wastes and minimize negative impacts on the environment as much as possible, and have measures in place to continuously improve.

If suppliers cannot or do not have their own environmental policy, signing the sustainability charter, as part of overall contracts between the supplier and Wereldhave, implies compliance with this Code.

### 6.1. Environmentally friendly alternatives

Suppliers will inform and propose Wereldhave proactively in case more environmentally friendly alternatives exist.

### 6.2. Transportation

Suppliers are expected to limit the amount of transportation required for Wereldhave and to choose the most sustainable forms of transportation according to the following principle: walk, cycle, public transport, electric car/truck, – if possible.

Wereldhave favours local suppliers and receiving products via sustainable forms of transport, so their environmental impact can be reduced.

Wereldhave aims for 25% of all contracted suppliers to be locally based within 25 km of the asset and/or 25% of all suppliers should sign the sustainability charter confirming transport that is used to deliver materials and/or persons is sustainable, i.e. low CO2 emissions from transport.

### 6.3. Materials and Waste

Suppliers will, when choosing materials, use as many recycled or cradle-to-cradle materials as possible. Suppliers are encouraged to purchase materials as much as possible that result in waste that can be reused or recycled without any form of harm to the ecosystem.

While working for Wereldhave, suppliers shall separate at least 4 waste streams. Suppliers ensure careful handling of waste to a nearby processing facility, in cases where suppliers do not rely on Wereldhave infrastructure.

## 7. Maintenance and procurement requirements

Suppliers are expected to adhere to the Wereldhave Sustainable Maintenance and Procurement Manual for specific (technical) requirements on materials and methods, in line with BREEAM-in-Use.

# Wereldhave

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**make every day count**