

An aerial photograph of a modern office courtyard. The courtyard features a mosaic tile floor in shades of brown, tan, and grey. Several dark brown wooden benches are scattered throughout. In the center, a man in a dark jacket and cap sits on a bench reading a newspaper. To the right, a group of people is walking, and a woman is pushing a stroller. A large green plant is in a planter box on the left, and a tree is on the right. A semi-transparent green banner with white text is overlaid in the center.

SUPPLIER CODE OF CONDUCT WERELDHAVE 2018

INTRODUCTION

In August 2014, Wereldhave decided to use a specific environmental and sustainability policy as a standard towards its suppliers and service providers. The policy is embodied in the sustainability charter for suppliers and service providers, a mutual commitment between Wereldhave and her supplier and service provider to apply a sustainability policy.

The supplier and service provider is familiar with the fact that Wereldhave operates an active environmental and sustainability policy with regards to her shopping centres. Among other things, this is reflected by the agreements with the suppliers and service providers.

The sustainability policy covers the following:

- Respecting human rights;
- Organising a well-structured sound employment policy;
- Working against corruption in all its forms;
- Contributing to the environment by:
- Having energy and water consumption that is as efficient and economical as possible;
- Stimulating the use of environmentally friendly and sustainable materials;
- Restricting waste, separating as much as possible and recycling/reusing of waste;
- Stimulating to reduce CO2 from transport of materials or personnel;

Stimulating a sustainably supply chain.

CONTEXT AND VISION

Wereldhave's environmental and sustainability policy strives towards an ideal balance between ecological, economic and social interests, including an attempt to limit the environmental impact.

The sustainability charter is based on the 10 universal principles from the UN Global Compact and completed with BREEAM's sustainability requirements (Building Research Establishment Environmental Assessment Methodology). The sustainability charter focuses on the environmental requirements.

By signing the charter, both parties strive towards services and products that promote progress towards sustainable development and at the same time, meet their own economic objectives. Furthermore, Wereldhave aims for a sustainable purchasing policy and frequently reports about his sustainability policy, both internally and externally.

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.

SCOPE

The requirements apply for all Wereldhave's suppliers and providers of service.

HUMAN RIGHTS REQUIREMENTS

Wereldhave requires that the following is applied:

- The Universal Declaration of Human Rights;
- The eight Fundamental Conventions of the International Labour Organisation;
- The European Convention for the Protection of Human Rights and Fundamental Freedoms;
- Other international and regional human rights treaties with internationally recognised standards that the corporate sector needs to respect.

Wereldhave complies with the laws and regulations of each country in which she is active and expects an equal application of these treaties, laws and regulations from each supplier and service provider that cooperates or would like to cooperate with her.

EMPLOYEE POLICY REQUIREMENTS

Wereldhave requires that the following is applied:

- Employers need to be free from any form of forced labour
- Children (persons younger than 15 years of age or as determined by national law), will not be employed;
- Discrimination on the grounds of sex, race, nationality, religion, political opinion or social origin, is banned;
- The employers have the right to organise themselves in trade unions and to negotiate the working conditions collectively.

In the context of the preceding principles, Wereldhave advises to include, among other, training opportunities, periodic satisfaction surveys and complaints registering procedures, in the company policy.

REQUIREMENTS FOR THE FIGHT AGAINST CORRUPTION

The supplier and provider of service needs to adhere to the law, not commit fiscal fraud and abstain from mechanisms for tax evasion and money laundering. It is expected that the supplier and service provider opposes each form of corruption, including bribery, extortion or other attempts to influence.

ENVIRONMENTAL REQUIREMENTS

PRINCIPLES

Via the sustainability charter, Wereldhave tunes a few criteria with his supplier and service provider and invites him to respect and abide by the same environmentally aware attitudes. This includes the following principles:

- Compliance with environmental laws and regulations: The supplier and service provider strictly complies with all laws and regulations with regard to the environment in the broad sense of the word and can substantiate this when required.
- Sustainable techniques: The supplier and service provider applies the most sustainable techniques. When developing a proposal, the active environmental and sustainability policy Wereldhave operates is always kept into account.
- Proactive sustainability: The supplier and service provider will inform Wereldhave on his own initiative on new or environmentally friendly goods or systems in his sector or area of expertise that are available on the market.
- Mobility: The supplier and service provider adapts his mobility behaviour according to the following principle: walk, cycle, public transport, car – if possible. The supplier and provider of service follows Wereldhave's mobility approach and attempts to group his transports and reduces the use of cars as much as possible.
- Waste policy: A good waste policy implies that, after the use of produced goods and production processes, only waste remains that can be reused or recycled without any form of harm to the ecosystem.

Environmentally conscious policy: The supplier and service provider is aware that his activities and materials have an environmental impact. Therefore the supplier and service provider too, has formulated an environmental policy, determining how to deal with this impact. The policy includes a commitment to protect the environment, reduce the environmental impact, comply with the environmental laws and regulations, as well as a strategy to continuously improve. It's important that the supplier / service provider and his employees are aware of the environmental policy.

The environmental policy was signed by the company's authorised management staff.

There are various measures to implement an environmental policy:

- Measuring the environmental impact;
- Actions to reduce the environmental impact;
- Initiatives to enhance the environmental awareness of personnel, suppliers and service providers;
- Establishing an environmental management system.

If the supplier and service provider cannot or does not wish to submit an environmental policy, signing the sustainability charter implies compliance with Wereldhave's environmental policy.

By 2018 100% of all suppliers should have their own environmental management system or sign Wereldhave's sustainable procurement policy.

- Specific requirements for specific sectors: For the sectors in which the business operations imply a specific and enhanced risk on excessive environmental impact, Wereldhave can apply specific criteria.

PURCHASING POLICY

Hazardous materials

The supplier and service provider will, when choosing materials, use as many recycled or cradle-to-cradle materials as possible. Only legally harvested¹ and legally traded² timber and timber derived products are used. By 2020 100% of all timber and timber derived products should be legally harvested and legally traded. It is the responsibility of the supplier that the country legislation on timber harvesting and trading is applied.

Materials with low Volatile Organic Compounds (VOC) emissions are preferred, such as:

- Chipboards, MDF, fibre boards, wood wool plates, triplex, multiplex, hardboard, solid wood and sound insulating board, compliant with emission regulations from category E1 from EN 13986, in which the emission concentration is determined in accordance with EN 717-1 or, as an alternative, a generally recognised heal label that can be presented;
- Glued pieces of wood and laminates, compliant with emission regulations from category E1 from EN 14080, in which the emission concentration is determined in accordance with EN 717-1 or, as an alternative, a generally recognised heal label that can be presented;
- Parquet flooring and glued floorboards, compliant with emission regulations from category E1 from EN 4342, in which the emission

concentration is determined in accordance with EN 717-1 or, as an alternative, a generally recognised heal label that can be presented;

- Resilient materials (textiles) or laminated floor coverings such as vinyl, linoleum, cork, rubber, carpets, floor laminates, compliant with emission regulations from category E1 from EN 14041, in which the emission concentration is determined in accordance with EN 717-1 or, as an alternative, a generally recognised heal label that can be presented;
- Ceiling tiles, compliant with emission regulations from category E1 from EN 13964 in which the emission concentration is determined in accordance with EN 717-1 or, as an alternative, a generally recognised heal label that can be presented;
- Floor glues and kits, compliant with emission regulations from category E1 from EN 13999, in which the emission concentration is determined in accordance with EN 139999-1/4;
- Paints, varnishes and coatings, compliant with emission regulations for organic solvents from EN 13300, in which the emission concentration is determined in accordance with EN 11890-2.

By 2020 100% of all materials should have low VOC emissions.

¹ Legally harvested timber: timber that has been harvested in accordance with the applicable legislation in the country of harvest.

² Legally traded timber: timber that is legally traded means timber or products derived from timber where:

- Exported in compliance with exporting country laws governing the export of timber and timber products, including payment of any export taxes, duties, or levies.

- Imported in compliance with importing country laws governing the import of timber and timber products, including payment of any import taxes, duties, or levies or not in contravention of exporting country laws governing the export of timber and timber products, including payment of any export taxes, duties, or levies.
- Traded in compliance with legislation related to the convention on international trade in endangered species (CITES) where applicable.

Supply chain and transport

By striving for a compact supply chain and by replacing steps in the process by more environmentally friendly variants, a lower environmental impact can be achieved.

By favouring local suppliers or by supplying products via sustainable forms of transport, the environmental impact caused by CO₂ can be reduced.

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

Additional information to prove sustainable transport will be attached to the charter.

Negative impact: energy and water

When purchasing new devices or installations, a minimum of an A energy label (if applicable) or other energy-saving features needs to be available to contribute to the energy targets in this way. Preference is also given to low water use devices / installations. In addition, these need to have a refrigerant leaking risk that is as low as possible. All specifications with regards to refrigerants can be found in the addendum Technical Maintenance.

Impact on users

The supplier and service provider takes the necessary precautions to safeguard the users and visitors from dust, chemical products or other forms of nuisance during refurbishment or renovation works.

Waste

When purchasing materials, the Reduce-Reuse-Recycle philosophy is taken into account.



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