

# RESPONSIBLE PURCHASING CHARTER



# RESPONSIBLE PURCHASING

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**The Purchasing function is an essential component in CSR policies.**

As the French High Council for the Climate recalled, 80% of greenhouse gases are attributable to supply chains in companies. Building on this observation, and in view of our climate commitments, we felt a duty to associate our suppliers, subcontractors and service providers with our corporate responsibility approach.

With this charter, we wish to promote a responsible supply chain. From now on, compliance with this charter will be a determining factor in guaranteeing the continued relationships between our Group and our suppliers. We are counting on them, but also on our teams, to apply it on a daily basis, including in countries that are not signatories to the International Labour Organization conventions, where we may work.

Laurent Germain  
Chief Executive Officer, Egis



# PREFACE

**Egis is an international player active in the consulting, construction engineering and mobility service sectors. We create and operate intelligent infrastructure and buildings capable of responding to the climate emergency and helping to achieve more balanced, sustainable and resilient territorial development.**

Egis' international positioning and exposure give it a responsibility towards all its stakeholders, both internal and external. This responsibility is already expressed and set out in a number of commitments, which are reproduced in several documents available to our stakeholders on our website [www.egis-group.com](http://www.egis-group.com) :

- A [code of ethics](#),
- A [code of integrity for our employees](#),
- A [Partners' code of integrity](#),
- A [Sustainability charter](#),
- A [Resources management code](#),
- Multi-year CSR policy objectives (see [Egis website](#))
- A [performance manual](#)

**These commitments and documents are themselves based on:**

- The Universal Declaration of Human Rights,
- The fundamental conventions of the International Labour Organization (ILO),
- The guidelines of the OECD,
- The local laws and regulations of all the countries in which Egis operates,
- The ISO 20400 Responsible Procurement standard,
- The United Nations' Sustainable Development Goals (17 goals, see pages 6-7).

**These documents to which Egis refers are accompanied by other commitments made by the Egis Group such as:**

- Compliance with the ten principles of the UN Global Compact to which Egis has been a signatory since 2011
- The signature of the [Comité 21 « Principes directeurs pour un dialogue constructif avec les parties prenantes – french version document »](#) (the Comité 21 is a committee in France that supports organisations in the implementation of sustainable development actions)
- The signature of the [Syntec Ingénierie Climat Charter](#) (Charte pour le climat - french document)

- The commitment entitled [“Businesses committed to Nature”](#) (Entreprises engagées pour la nature - application to the France perimeter) backed up by an action plan published in April 2021.
- The [“modern slavery act 2025 – slavery and human trafficking statement”](#)

This charter formally expresses Egis' commitment to sharing the application and implementation of the CSR principles at the heart of its purchasing strategy with its suppliers (by «suppliers» Egis also means contractors, subcontractors and service providers).

**In adhering to this charter, the supplier undertakes to comply with and implement all the principles set out therein, in accordance with the applicable regulations in force and contractual provisions.**

Egis encourages its own suppliers to draw up their own charter or code of conduct and to pass on their principles to their own suppliers, subcontractors and service providers.

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## GOVERNANCE OF RESPONSIBLE PURCHASING IN THE EGIS GROUP

Through its Sustainability Charter, Egis has undertaken to promote responsible governance in all its areas of activity in France and abroad, both in its internal practices and on its projects, particularly in terms of transparency, risk anticipation, business ethics and relations with its partners and suppliers.

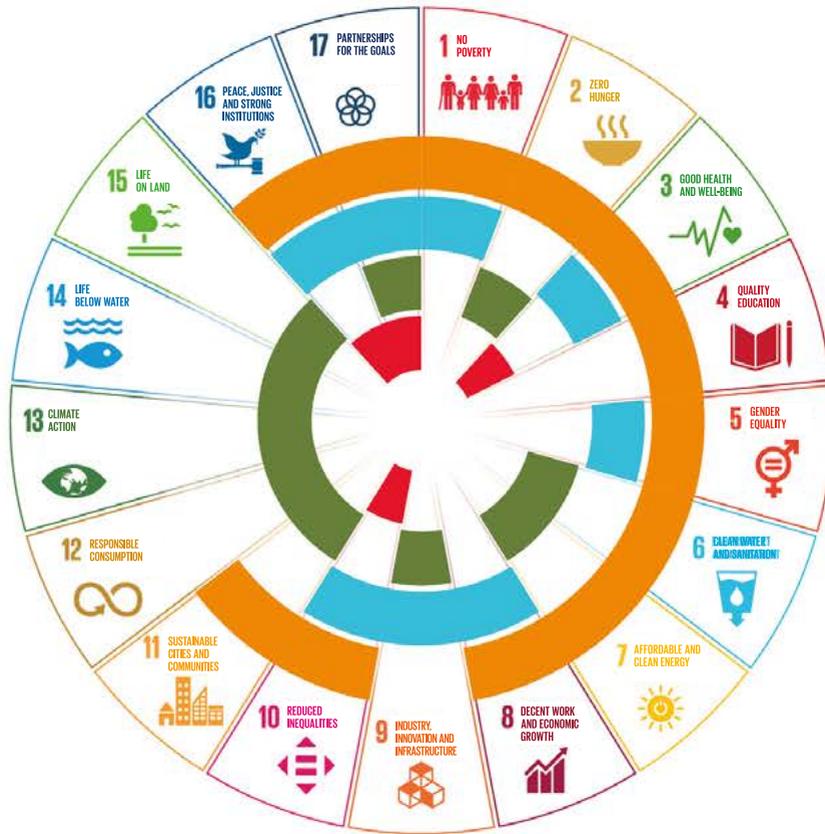
A Group Chief Procurement Officer has been appointed to define and implement a purchasing policy in liaison with the Executive Management. He implements the principles of Responsible Purchasing (RP), establishes communication processes with suppliers on RP issues, with a priority focus on procurement of significant strategic importance. In support of the Group's CSR Department, the Procurement Department promotes awareness of sustainability issues development among employees involved in the purchasing process. To facilitate dialogue, the Procurement Department can be contacted at any time at this address:

[procurement.group@egis-group.com](mailto:procurement.group@egis-group.com)





**FROM THE 10 PRINCIPLES OF THE GLOBAL COMPACT TO THE 17 UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS**



**HUMAN RIGHTS**      **INTERNATIONAL LABOUR STANDARDS**      **ENVIRONMENT**      **ANTI-CORRUPTION**



**HUMAN RIGHTS**

1 to 8, 10, 11, 16, 17

- 1 Businesses should support and respect the protection of internationally proclaimed human rights.
- 2 Businesses should make sure that they are not complicit in human rights abuses.



**INTERNATIONAL LABOUR STANDARDS**

1, 3, 5, 8, 9, 10, 16, 17

- 3 Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.
- 4 Businesses should contribute to the elimination of all forms of forced and compulsory labour.
- 5 Businesses should contribute to the effective abolition of child labour.
- 6 Businesses should contribute to the elimination of discrimination in respect of employment and occupation.



**ENVIRONMENT**

2, 6, 7, 9, 11 to 15, 17

- 7 Businesses should support a precautionary approach to environmental challenges.
- 8 Businesses should undertake initiatives to promote greater environmental responsibility.
- 9 Businesses should encourage the development and diffusion of environmentally friendly technologies.



**ANTI-CORRUPTION**

3, 10, 16, 17

- 10 Businesses should work against corruption in all its forms, including extortion and bribery.



# MAIN PRINCIPLES



## HUMAN RIGHTS AND FUNDAMENTAL LABOUR RIGHTS

By signing this Charter, Egis' suppliers undertake to promote and respect the protection of international human rights law, including respect for

- The Universal Declaration of Human Rights,
- The International Bill of Human Rights,
- The Declaration on Fundamental Principles and Rights at Work,
- The main conventions on human rights,
- The UN Guiding Principles on Business and Human Rights.

### *1.1 Use of child labour*

The supplier undertakes not to use child labour under any circumstances. The term «child» here refers to any person below the legal minimum age of employment in the country where the work is carried out, provided that the legal age is in accordance with the provisions of the International Labour Organisation (ILO).

The supplier must also take into consideration, where applicable, conditions governing apprenticeships and other equivalent vocational training schemes under local law.

### *1.2 Use of forced or compulsory labour*

The supplier undertakes not to use forced or compulsory labour as defined by the ILO under any circumstances.

### *1.3 Use of undeclared work*

The supplier undertakes not to resort to undeclared work and to fulfil the obligations regarding declaration and payment to the administrative, social and fiscal authorities as provided for in the countries concerned.

### *1.4 Discrimination*

The supplier undertakes not to discriminate between persons owing to their age, gender, religious beliefs, political opinions, social or ethnic origin, sexual orientation or identity, disability, marital status, nationality, surname or physical appearance. It shall promote equal treatment and equal opportunities in accordance with the ILO principle of non-discrimination in respect of employment and occupation.

### 1.5 Working hours

Acceptable working hours shall be determined by the regulations of the countries in which the suppliers operate. In the absence of national laws, ILO standards should apply.

### 1.6 Remuneration

The supplier shall comply with the local minimum wage legislation and shall pay employees their wages on a regular basis. The supplier shall pay overtime in accordance with the rates defined by the applicable legislation.

### 1.7 Social protection

The supplier shall ensure that its employees benefit from decent working conditions (fair pay, working hours, rest, holidays, disciplinary practices, dismissal, maternity protection, welfare, access to drinking water, sanitary facilities, canteens, access to medical services, etc.).

As a minimum, the supplier must ensure that its employees benefit from a social protection plan that complies with the legal and conventional provisions of the country where it operates.

### 1.8 Training / Human Capital Development

In line with its values, Egis encourages the development of its employees' skills through coaching, training or mentoring, in order to stimulate the career path of each employee and to acquire the skills that the Group will need to adapt to market transformations. In keeping with this practice, Egis invites its suppliers to allow their own employees to develop their skills, have access to training, improve their abilities and to progress in their careers, with the objective of always being «a source of proposals» for Egis.

### 1.9 Health and safety

The supplier undertakes to declare its personnel to the relevant social security agencies and implement a health (physical and mental) and safety policy that provides a safe and healthy working environment for its employees and maintains a climate in which personal dignity is

respected. Wherever possible, the supplier shall facilitate access to clean water and appropriate sanitary facilities as a means of preventing illness.

Risks related to the supplier's activity (manufacturing process) shall be assessed and progress plans shall be developed to prevent and eliminate them.

### 1.10 Freedom of association and the right to collective bargaining

The supplier shall guarantee its employees the rights to join trade unions, belong to associations of their choice and communicate freely with their management on their working conditions without fear of harassment, intimidation, sanctions, pressure or retaliation.

### 1.11 Harassment

The supplier shall treat its employees with respect and dignity, and shall not condone or practise any form of corporal punishment, physical, sexual, verbal or psychological harassment, or any other form of abusive behaviour.

## ETHICS AND COMPLIANCE

All Egis suppliers are required to comply with the Partners' Code of Integrity, as are their partners and subcontractors, under the conditions set out in Section 1 of the said Code.

Whilst working with Egis, suppliers undertake to:

- Comply with the Partners' Code of Integrity, and ensure it is adhered to throughout the assignment,
- Complete the Egis Questionnaire precisely fully and transparently, and provide all documents required thereby so that Egis can undertake preliminary due diligence.

Anti-corruption provisions address the issues of gifts and hospitality, sponsorship, patronage and political contributions, free competition, personal integrity, conflicts of interest, and anti-money laundering and combating the financing of terrorism (AML/CFT).



## ENVIRONMENTAL PROTECTION AND FIGHTING CLIMATE CHANGE

To offer its clients effective and responsible solutions, and in line with its own climate and environmental commitments (see below), Egis asks its suppliers to:

- Comply with applicable environmental laws and regulations,
- Monitor the environmental impacts of their activities in terms of water consumption, energy consumption and waste production. Where possible, Egis invites the supplier to periodically assess its greenhouse gas emissions. On the basis of this information, Egis expects its suppliers to take a progressive approach and seek to reduce the environmental impacts of their products or services over their entire life cycle,
- Pass on these provisions to their own suppliers.



### EGIS' CLIMATE COMMITMENTS

- Reduce our GHG emissions
- Reduce the emissions from our clients' projects and limit their impact on biodiversity
- Increase carbon sequestration
- Reinforce communities' resilience and infrastructure to climate risks
- Adjust Egis' business portfolio in line with the Paris Agreement.

## EGIS' ENVIRONMENTAL COMMITMENTS

Egis' environment policy is part of the Performance approach; Quality, Occupational Health & Safety, Environment, Ethics and Compliance. Egis' environmental management system is certified according to the ISO 14001:2015 standard.

### 4 ENVIRONMENTAL COMMITMENTS

1. Prevent environmental impacts, propose eco-design solutions and services that meet the challenges of the ecological and energy transition\*
2. Develop our employees' skills in eco-design and decarbonisation
3. Contribute to net zero carbon by acting on our internal footprint
4. Embed our commitment into our local and professional ecosystem.

\* This includes:

- the adoption of responsible agricultural, fish farming and forestry practices including animal welfare aspects.
- protection of biodiversity, ecosystem services, responsible use of land and natural resources.

## DATA SECURITY AND INFORMATION SYSTEM SECURITY

When fulfilling the order, the supplier may be entrusted by the client with (i) data and/or (ii) access to its IT system. In this context, the supplier shall comply with the data and information system security requirements communicated to it by the client, in particular by taking heed of the applicable best practices of the ISO 27002 standard. Compliance with these requirements is a mandatory condition for the client's readiness to use the supplier's services.

The supplier shall ensure that its employees and any subcontractors comply with the requirements set out above.



## CONFIDENTIALITY

The supplier shall treat the information to which it has access during the execution of the order in an appropriate manner. In particular, unless it has received prior written consent, the supplier shall only use it for the intended purpose.

In addition, the supplier is bound by an obligation of secrecy with regard to the information indicated as being confidential, as long as the information has not fallen into the public domain and, in all cases, for a mutually agreed period of time or, failing that, upon authorisation from Egis.

The supplier shall ensure that its subcontractors and employees comply with the above obligations.

## PERSONAL DATA

Personal data, communicated to the supplier by the client or collected by the supplier during the execution of the order, shall be processed in accordance with (i) the applicable regulations, in particular the General Data Protection Regulation 2016/679, known as the RGPD, and the French Data Protection Act of 6 January 1978 as amended, and (ii) the contractual stipulations which specify the instructions of the Data Controller relating to data protection.

## INTELLECTUAL PROPERTY

The supplier shall comply with legal requirements applicable in terms of intellectual property, notably with regard to patents, copyrights and trademarks.

The supplier shall guarantee its client against all claims by third parties relating to the supplies delivered. In the event of an amicable claim or legal proceedings, it shall provide relief to the client and defend the latter in its place, at its own expense (including fees or even damages paid following a ruling), without prejudice to the client's other rights.

If the supplier makes or develops anything on behalf of the client as part of the fulfilment of the order, the supplier shall transfer to the client, on the day that the client makes payment for the order, all intellectual property rights on the products, regardless of their medium. The transfer will be recorded in a specific document. The supplier is prohibited from exploiting, reproducing and/or marketing the rights transferred.

## TRAINING

The supplier undertakes to raise awareness among its employees of good practices in the areas of information system and data security, confidentiality, personal data protection and intellectual property.

## WHISTLEBLOWING

To collect all whistleblowing reports (also known as "protected disclosures"), in particular those relating to the content of this Charter, Egis has set up a scheme by which the Ethics and Compliance Department can be contacted. This scheme, open to everyone, protects not only the confidentiality of the identity of the party making the protected disclosure, but also the confidentiality of the identity of the persons cited by it, and the information collected in the process. Protected disclosures can be made to the following address:

<https://egis.integrityline.com>



# FORM

TO COMPLETE, SIGN AND RETURN TO EGIS



Purchasing is an important component of Egis' CSR (Corporate Social Responsibility) approach, and we value all initiatives taken by our suppliers in this field. This is why we are now asking our suppliers about their own initiatives in addition to requiring them to sign our Responsible Purchasing Charter.

Please complete and sign this form and return it to the email address indicated at the end of this document.

**Are you a signatory of the following charters?**

|  | Yes | No | Remarks / clarifications |
|--|-----|----|--------------------------|
| <i>Supplier Relations and Responsible Purchasing</i> charter * |     |    |                          |
| <i>Diversity</i> charter *                                     |     |    |                          |
| <i>Responsible Digital</i> charter *                           |     |    |                          |
| <i>UN Global Compact</i> (endorsement of its 10 principles)    |     |    |                          |
| Other  |     |    |                          |

**Do you hold one or several of the following labels or certificates?**

|   | Yes | No | Remarks / clarifications |
|---|-----|----|--------------------------|
| ISO 9001  |     |    |                          |
| ISO 14001   |     |    |                          |
| ISO 37001   |     |    |                          |
| ISO 45001   |     |    |                          |
| Label Relations Fournisseurs et Achats Responsables (RFAR) *  |     |    |                          |
| Label Lucie 26000 *   |     |    |                          |
| Label Engagé RSE Afnor *  |     |    |                          |
| MASE Certification  |     |    |                          |
| Label GEEIS (Gender Equality European & International Standard)   |     |    |                          |
| Label diversité *   |     |    |                          |
| Label égalité professionnelle entre les femmes et les hommes *  |     |    |                          |
| Are you subject to "ICPE" regulations? *  |     |    |                          |
| Have you received a non-financial rating (via a ratings agency such as Ecovadis, Provigis, etc.)? If so, which one, and what grade did you receive? |     |    |                          |

\* French referential

**Other questions:**

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Have you adopted a general CSR approach? If so, please provide details.

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Can you give an example or two of actions you have undertaken to reduce your environmental impact?

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Do you have a responsible purchasing policy? Please provide details.

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Are you involved in recycling and/or circular economy initiatives? Please provide details.

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Have you taken any initiatives to support local economic activity? Please provide details.

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Do you have an innovation policy? If so, please provide further information, where relevant indicating the amount of investment dedicated (or the amount of your Crédit Impôt Recherche if you are a beneficiary).

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Finally, please hereby confirm that:

- you have received and read the Egis Group Responsible Purchasing Charter,
- you undertake to abide by these principles, and you understand that your failure to do so may be considered a breach of your obligations and, depending on its seriousness, may result in the termination of the business relationship;
- you will consequently inform all your direct suppliers, and encourage them to follow these principles.

Date :     /     /

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Name of your company

---

Address of your company

---

Name of representative

---

Job title of representative

---

E-mail of representative

---

Signature

**Once complete, please return this form to:**  
[procurement.group@egis-group.com](mailto:procurement.group@egis-group.com)

[www.egis-group.com](http://www.egis-group.com)



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15, avenue du Centre  
CS 20538 Guyancourt  
78286 SAINT-QUENTIN-EN-YVELINES Cedex - FRANCE