



Procurement Policy

Approved by the Management

This is a summary version of Probi's internal policy. This document only presents the main objectives of the policy.

The **Probi Sustainable Procurement Policy** provides a framework for responsible purchasing decisions that consider environmental, social, and economic impacts. Here's a one-page summary:

1. Purpose and Scope

This policy applies to all Probi employees and contractors engaged in procurement activities across Probi's global operations. It ensures that procurement practices align with Probi's commitment to sustainability, social responsibility, and ethical conduct.

2. Suppliers

Probi ensures that all suppliers adhere to its **Supplier Code of Conduct** or an equivalent code. Due diligence, including risk assessments, is conducted before engaging with suppliers. Probi reserves the right to terminate relationships if suppliers violate ethical standards or face insolvency.

3. Social Responsibility

Probi prioritizes suppliers who demonstrate commitment to diversity, inclusion, and social responsibility. Long-term partnerships are encouraged with those who align with Probi's values and strategic goals.

4. Environmental Purchasing Guidelines

Probi seeks to minimize environmental impact by sourcing recyclable materials, supporting circular initiatives, and promoting energy and water efficiency. Suppliers are urged to adopt energy management systems to reduce emissions throughout product life cycles.

5. Ethical Sourcing Guidelines

Suppliers are expected to follow ethical sourcing practices, including avoiding conflict minerals, respecting sanctions, and adhering to international labor laws. Anti-corruption measures and training are also strongly encouraged.

6. Supplier Diversity and Inclusion

Probi promotes supplier diversity by engaging with small, minority-owned, and women-owned businesses. This supports Probi's sustainability agenda and fosters opportunities for disadvantaged communities.

7. Compliance

All Probi employees must adhere to the policy, and non-compliance may result in disciplinary measures. For queries or exceptions, employees should contact the VP HR & Sustainability or the CFO.

This policy reinforces Probi's commitment to sustainability, ethical conduct, and social responsibility in its procurement processes.