

M&CSAATCHI

SUPPLIER CODE OF CONDUCT

M&C Saatchi Group Supplier Code of Conduct

M&C Saatchi Group* recognises that the types of products and services it buys have inherent social, human health, environmental or economic impacts, and that it should make sourcing and supplier decisions that embody the M&C Saatchi Group's commitment to sustainability.

The focus of our Supplier Code of Conduct is to develop two-way, mutually beneficial relationships with our supply chain.

M&C Saatchi Group's Supplier Code of Conduct sets out minimum requirements for our suppliers, including subcontractors, in accordance with business principles detailed in this Code and in full compliance with all applicable laws and regulations. We also expect our suppliers to use their best efforts to implement these standards within their own supply chain.

Scope

This Code requires all our suppliers**, agents, intermediaries, consultants and contractors, including all affiliates, officers, employees, subcontractors, agents and intermediaries of suppliers, to observe the highest standard of ethics regarding supply of goods and/or services to M&C Saatchi Group.

M&C Saatchi Group expects its suppliers to support, embrace and enact the Environmental, Social and Governance [ESG] standards mentioned below.

Environmental Regulations and Protection

M&C Saatchi Group acts to protect the environment through collaboration with suppliers. We encourage our suppliers' initiatives to reduce the environmental impact of their activities, and we require our suppliers to be able to demonstrate the effective implementation of the following environmental requirements:

- Compliance with all applicable environmental, health and safety (i.e. pollution) regulations.
- Promotion of environmental best practices throughout the whole life cycle of the product/service purchased by M&C Saatchi Group (raw materials extraction, packaging, manufacturing, logistics, disposal, etc.).
- Implementation of an environmental management system to monitor your impact on key environmental topics.
- Efficient use of resources, reduction of waste, as well as emissions to air, water and soil when applicable.
- Protection of employees, neighbourhoods and general public's health against hazards inherent to your processes and products.
- Avoidance of any negative impact on biodiversity, habitats, animal welfare, climate change and water scarcity.
- Prohibition of use of products made from endangered species.
- Training of employees to understand environmental issues and actively engage in these efforts.
- A clear roadmap for the introduction of science-based targets and reporting at the business, covering all material scope 1, 2 and 3 emissions (sole traders and micro businesses are excluded from this provision).
- Avoidance of single-use plastics (including packaging) wherever possible, suppliers will follow a reduce-reuse-recycle approach to use of plastics and other materials and favour

sustainable materials, including plant-based menus and deforestation-free products in catering. Polystyrene will only be used with written permission from M&C Saatchi Group.

- A sustainable travel policy that prioritises minimising travel, and where travel is unavoidable, ensures travel adopts the most environmentally sustainable modes available.

Social Responsibility and Labour Standards

M&C Saatchi Group requires its suppliers to behave in an exemplary manner in terms of social responsibility and compliance with international labour standards. We require our suppliers to be able to demonstrate the effective implementation of the following social requirements:

- Prohibition of any violation of human rights, including forced labour, child labour, modern slavery and labour violations (e.g. bonded labour, retention of passports, etc) or human trafficking.
- Prohibition of supply which directly or indirectly finance or benefit armed groups and cause human rights abuses (e.g. conflict minerals);
- Guarantee of a safe and sound working environment for all workers and subcontractors.
- Guarantee of the freedom of association and the right to collective bargaining in accordance with applicable laws.
- Compliance with local and international laws regarding minimum wages, working hours and working conditions for all workers and subcontractors.
- Equal and fair treatment of all employees, workers and subcontractors, irrespective of gender, ethnicity/race, caste, sexual orientation, religion, education, culture, disability and social background, ensuring a workplace free of harassment or abuse of any kind, harsh treatment, unlawful practices or discrimination.
- Guarantee of anonymous, and without fear of retaliation, reporting of concerns (e.g. unlawful practices at the workplace) from employees or external stakeholders. All grievances will be investigated in a fair and timely manner.
- Equal and fair treatment of all suppliers and sub-contractors, including fair commercial agreements and prompt payment terms.
- Compliance with UN Global Compact principles, ILO International Labor Standards, the Ethical Trading Initiative (ETI) Base Code, UN Convention on the Rights of the Child and OECD Guidelines for Multinational Enterprises.

Business Ethics and Sound Governance Practices

M&C Saatchi Group requires its suppliers to act with integrity in the conduct of their business. We require our suppliers to be able to demonstrate the effective implementation of the following governance requirements:

- Compliance with all applicable national and international trade laws and regulations including but not limited to antitrust, trade controls, and sanction regimes.
- Consideration of business integrity as the basis of business relationships.
- Suppliers must declare any prosecutions, prohibitions, or fines from the last 5 years
- Consideration of these codes when making operational and purchasing decisions.
- Prohibition of all types of bribery, fraud corruption or money laundering activities.
- Prohibition of gifts to private or public officials that aim to influence business decisions or otherwise encourage them to act contrary to their obligations.

- Disclosure of any potential or current conflict of interest while doing business with M&C Saatchi Group.
- Respect for privacy and information confidentiality from all employees, business partners and customers.
- Implementation of an appropriate Compliance Management System, which facilitates compliance with applicable laws, regulations and standards and reporting of concerns.
- Provisions for business continuity and disaster recovery to enable you to provide an uninterrupted supply of products and services to M&C Saatchi Group during a disruption or emergency in a way that continues to uphold this Code.
- Effective training of employees and workers, including subcontractors, on key issues including how to stay safe at work, how to identify and safely address modern slavery and labour violations, how to minimise environmental impacts and how to use whistle-blowing systems. Suppliers will ensure that workers, including at subcontractors, are able to understand all policies and procedures pertaining to their work irrespective of language, gender, race, religion, sexual orientation, education, culture, disability, technical, and other barriers.
- Effective training of all those responsible for purchasing in ethical, legal and socially responsible procurement (and these codes), including understanding their role in ensuring all suppliers and subcontractors conduct their business accordingly and that these codes are always followed.
- Provisions that ensure these codes are included in tender processes and decision making.
- Provision of clear and accurate information, both to M&C Saatchi Group and to the public about resources used, production sites and characteristics of the products/services provided, refraining from making any misleading claims.
- Effective remediation for victims of violations of this code, drawn up and agreed with relevant NGOs and M&C Saatchi Group.

Implementation and Sanctions

M&C Saatchi Group expects all its suppliers to sign this Code of Conduct and communicate it to all relevant representatives (employees, subcontractors, suppliers, etc.).

Please get in contact via codeofconduct@mcsaatchi.com if there are any specific areas of the Supplier Code of Conduct that you might have issues complying with and we will follow up with you to offer support as and when appropriate, including a review of your time-bound improvement plan in consultation with M&C Saatchi Group and its companies. Periodic reviews are conducted to monitor compliance with this Code.

We welcome our suppliers going above and beyond this Code of Conduct and will ask related questions in our Supplier Questionnaire programme. Examples may include issues such as payment of a Real Living Wage rather than Minimum Wage and practices that actively support the hiring or progression of people from historically underrepresented communities. We also welcome concerns from anyone within or outside of M&C Saatchi Group if they suspect or know of any potential or actual violations of this Code. We do not tolerate retaliation against persons making reports in good faith.

In the event of violation of this Supplier Code of Conduct by one of our suppliers or by one of their suppliers or subcontractors, M&C Saatchi Group reserves the right to re-examine and take actions including and up to termination of the commercial relationship.

This Supplier Code of Conduct is acknowledged and agreed to by, and on behalf of:

Signature: _____

Print Name: _____

Title: _____

Date: _____

*The term "M&C Saatchi Group" includes all subsidiaries and facilities.

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