

# RESPONSIBLE PROCUREMENT CHARTER



## EDITORIAL

Teréga is a major operator in the transport and storage of gas in France. For more than 75 years, it has provided its customers with a secure, high performance network, serving the energy needs of the regions. Its infrastructures hold a strategic position, at the crossroads of major gas flows and at the heart of European energy. Established in fifteen departments in the South-West of France, its regional network of more than 5,000 km of pipelines and its two underground storage sites play a key role in the energy transition of these regions and their communities.

Teréga's goal is to meet the needs of its customers while being a recognised player in environmental protection, social practices and governance. It is committed to being a benchmark in the energy sector by helping to accelerate the energy transition through a strategy and corporate governance in which responsibility plays a key role: responsibility towards its regions and stakeholders, its employees, and the planet.

Teréga's procurement accounts for around 50% of the Group's revenue, so its suppliers are a vital part of its business. This justifies paying particular attention to relations with its suppliers and their environmental, social and governance practices.

This is why Teréga has decided to sign the Responsible Supplier Relations charter proposed by the Médiateur des Entreprises and the Conseil National des Achats (CNA) in 2019.

Teréga, by pursuing this responsible procurement approach through the implementation of this charter, wants to ensure the commitment of its suppliers and their subcontractors to responsible practices in terms of personal safety, environmental protection, respect for human rights, compliance with applicable laws and rules, business ethics and social development.



**Dominique Mockly**  
Chairman & General Manager



## TERÉGA'S COMMITMENTS TO ITS SUPPLIERS

### **Business ethics**

In its relations with suppliers, Teréga undertakes to conduct its business in a professional and ethical manner, avoid conflicts of interest and prohibit all acts of corruption.

Teréga is committed to competitive tendering for its procurement and to ensuring that its suppliers are treated fairly when contracts are awarded, by impartially and objectively analysing proposals in terms of total acquisition cost, technical aspects and CSR.

Teréga is committed to transparency in the exchange of information with its suppliers, with the aim of ensuring that contracts run smoothly, anticipating difficulties and facilitating the resolution of problems.

In financial matters, Teréga undertakes to pay its suppliers in accordance with the provisions of the Law.

Suppliers may contact Teréga's Ethics Committee if they wish to bring to its attention any breaches of the ethical commitments described in this charter.

### **Building lasting relations**

Teréga is particularly sensitive to the long-term future of its suppliers and is committed to:

- building solid relationships for its high-stake activities, so that together we can capitalise on feedback,
- making every effort to give them visibility through forward-looking procurement management,
- monitoring their dependency rate and, if necessary, encouraging them to diversify and broaden their customer portfolio,
- taking into account their CSR indicators (environmental, social and governance) as a criterion for sustainable relations.

### **Supporting the local economy and businesses**

Teréga undertakes to support the development of the local network of companies, encourage as far as possible that work and services are carried out by companies based in its area and contribute to the development of relations between the various economic players in its environment.





## SUPPLIER'S COMMITMENTS TO TERÉGA

### Protecting the environment: biodiversity and reducing greenhouse gas emissions



The aim of Teréga's BE POSITIF programme is to eliminate the environmental footprint of its activities gradually, as far as possible, applying to all environmental issues the methodology known for managing impacts on biodiversity: monitoring, avoiding, reducing and offsetting. The company relies on its environmental (ISO 14001) and energy (ISO 50001) management systems.

Taking environmental protection into account is **a key part of the procurement process and is one of the criteria for selecting suppliers**. Teréga expects its suppliers **to comply scrupulously with the Environmental Code and, more generally, with the regulations in force**, to work to protect biodiversity and the environment in general (waste, consumption of resources including the principles of the circular economy, emissions, etc.), and to reduce greenhouse gas emissions. This approach must be integrated into the heart of their strategy, focusing on the measures applicable to avoid, reduce and even compensate for the impact of their activities.

Teréga expects its suppliers to **offer innovative techniques and optimised operating methods**, particularly for activities with a high environmental impact (infrastructure projects, facility maintenance, equipment manufacturing, development projects), **aimed at improving energy efficiency and reducing air emissions, discharges into water and the production of waste or any other pollutant**.

One of Teréga's major environmental challenges is to reduce greenhouse gas emissions. Numerous actions and projects have already been carried out to reduce the company's carbon footprint, and it is continuing its efforts to help France achieve carbon neutrality. Teréga is therefore committed to reducing emissions from all scopes 1, 2 and 3 by 30% by 2030, compared with the baseline year of 2021. Reducing Scope 3 emissions (indirect emissions linked to the procurement of goods and services, transport of goods, waste management, business travel, commuting, etc.) is a priority area for action in which **Teréga expects its suppliers to make a significant commitment and contribution to help it achieve its objectives**.

With regard to the protection of biodiversity, another major issue for Teréga, **the suppliers concerned are asked to take account of this issue in their activities and implement concrete measures to reduce their impact on flora and fauna**.

### Respect for human rights and social practices

Teréga's suppliers are committed to:

- respect the stipulations of the International Labour Organisation (ILO) conventions;
- non-use of forced labour or child labour;
- comply with non-discrimination criteria in accordance with the provisions of the Law;
- ensure that its employees act on behalf of Teréga in an environment of neutrality, equality and respect for the rights of others, without any manifestation of their political, philosophical, spiritual or religious convictions likely to interfere with the proper performance of its activities;
- respect gender equality within its structures;
- guarantee its employees decent working conditions and fair pay;
- implement the necessary measures to promote solidarity-based procurement from Adapted Enterprises and/or ESATs in their establishments;
- adopt the necessary measures to promote inclusion and diversity in their establishments, and more specifically the recruitment of people with disabilities or the unemployed.



## Compliance and ethics

Teréga's suppliers make a firm commitment to comply with the legislation in force, the provisions of national regulations and international standards, to behave ethically in the conduct of business, to respect confidentiality agreements, to avoid conflicts of interest and to proscribe all acts of corruption.

In terms of anti-corruption, they undertake to establish the relevant controls and alerts to limit this risk.

Teréga's suppliers undertake to read and apply the principles of the code of ethics published on Teréga's website.

Teréga's suppliers undertake in all relations with Teréga to be transparent in the exchange of information with the aim of facilitating the smooth performance of contracts, anticipating difficulties and facilitating the resolution of problems.

## Hygiene, safety and health at work

Teréga makes the prevention of health and safety risks in the workplace an absolute priority. To guarantee the safety of its employees, partners and facilities on a daily basis, Teréga deploys a structured and systematic approach that is embedded in all its processes. The PARI (prevention of industrial risks) programme aims for "No accidents, No collisions, No surprises". Teréga relies on its ISO 45001 safety management system.

To help it achieve its objectives, Teréga requires its suppliers to comply with regulations on health and safety at work. They must also make available the resources needed to ensure that their teams can carry out their activities in complete safety, ensure that their staff are familiar with the regulations applicable to their work and that they have the training they need to develop and maintain their skills. They are committed to transparency and ongoing dialogue to ensure continuous improvement.

More specifically, suppliers working on Teréga sites and/or requiring approval are required to be familiar with and comply with the commitments made in the 3S2E approval letter and stipulated in Teréga's internal regulations, particularly with regard to personal hygiene, health and safety, protection of property and the safety of installations, the protection of tangible and intangible IT assets and cybersecurity.

**Teréga's suppliers will ensure that their own subcontractors also make these commitments.**





## JOINT APPROACH

Teréga and its suppliers are committed to a common approach. The importance of environmental, social and governance issues requires organisations to implement strategies, actions and resources to ensure continuous improvement and achieve best practice.

By signing, the supplier accepts the commitments described in this charter with regard to Teréga, and will implement a progress approach in order to comply with them, if necessary. They undertake to promote among their employees and subcontractors the actions necessary to ensure that all the principles of this charter are respected. They undertake to implement tools to monitor their CSR performance and, at Teréga's request, to provide them with the CSR indicators at their disposal.

Teréga is committed to supporting its suppliers in this process wherever possible.



## NON-COMPLIANCE WITH COMMITMENTS

At any time, Teréga reserves the right to verify the fulfilment of the commitments made by its suppliers in this charter as well as the steps taken to pass on these same commitments to its subcontractors.

Failure to comply with the contents of the responsible procurement charter will initially result in Teréga requesting that the supplier implement a dedicated action plan to remedy the shortcomings observed in terms of environmental, social or governance practices.

Repeated breaches of the commitments set out in this charter may, depending on the seriousness of the breach, result in the termination of the contract.



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### AGREEMENT AND SIGNATURE

*I, the undersigned, in the name of and on behalf of:*

.....

*accept Teréga's Responsible Procurement Charter and commit our company to respecting the principles set out therein.*

COMPANY NAME:

DATE:

POSITION OF SIGNATORY:

SIGNATURE: