



Sustainable and ethical procurement charter

we care / we act

Gerflor[®]

Sustainable and ethical procurement charter

“The key to ensuring the long-term efficiency of the procurement function not only means keeping costs, quality and time objectives under firm control, but more than ever involves putting our CSR strategy into action. It goes hand-in-hand with the unwavering involvement of our suppliers. These conditions pave the way for the balanced and sustainable relationship that is required to establish ethical and responsible work practices.”

Chief Procurement Officer

OUR VISION

In today's fast-changing world, we go the extra mile to improve users' lives by providing safe and creative floor covering solutions that go over and above their needs and contribute towards a better world.

OUR MISSION STATEMENT

Anticipate and lead the way through:

- Innovative, decorative, eco-friendly and specialised solutions,
- Our steadfast commitment to the needs and success of our customers and partners

We will meet these challenges by harnessing our teams' passion and their firm belief that there is always room for improvement.

OUR VALUES

TEAMWORK

RESPECT AND INTEGRITY

AGILITY AND ENTREPRENEURIAL SPIRIT

CUSTOMER SUCCESS

ENGAGEMENT AND RESPONSIBILITY



PROMOTE AND DEVELOP OUR AMBITIONS WITH YOU

We are aiming to see the environment, social progress and economic development become an integral part of our supply chain. Such is the purpose of this Sustainable and Ethical Procurement Charter (the «Charter»). The following sections contain a description of our expectations concerning the environmental management, working conditions and practices of our suppliers, service providers, consultants and other third parties who deliver goods and services to our Group, as well as their parent companies, subsidiaries, subcontractors and supply chains (hereinafter «Our Partners»).

We are required to ensure with Our Partners that our employees, sales representatives, agents and subcontractors understand and comply with these principles.

This Charter provides the keys for making the right decisions in a given situation, in accordance with the regulations applicable in each country where the Group currently does business.

This Charter is in no way a substitute for the binding national regulations in the countries in which you work.

Planet, health & safety



RESPONSIBILITY TOWARDS THE PLANET

We work in accordance with local environmental laws and refrain from manufacturing or selling products that pose an unacceptable risk to human health and the environment.

We expect Our Partners to abide by the same principles and contribute towards the protection of the environment by supporting us in our efforts and offering eco-efficient and innovative products and services with the aim of reducing our use of raw materials and energy, protecting natural resources and curbing the impacts at every stage in the product lifecycle (design, manufacturing, distribution, use and recycling).

We also encourage Our Partners to scale down their impact on the environment and climate, and protect the natural resources on which we all depend.

Our main objective continues to be the reduction of our carbon footprint, especially through our circular economy strategy. Our performance is inextricably linked to Our Partners' performance, and we expect them to make the same commitment.

As a professional in the process manufacturing industry, we pay special attention to our raw materials, and Our Partners must observe all the rules relating to the use, storage and import of any chemical products.

RESPONSIBILITY FOR HEALTH AND SAFETY

We are committed to ensuring safe workplaces and have developed a number of rules, guidelines and a Health & Safety Charter to protect people working for or on behalf of Gerflor.

We expect Our Partners to help provide safe and healthy workplaces for their employees. Our Partners must use their best efforts to minimise the risk of accidents, injuries and exposure, especially in the presence of hazardous materials. They must implement well-established safety rules, carry out preventive maintenance and furnish protective equipment in accordance with legislation.

Business Partners must ensure that their commercial activities do not have any adverse effect on the health and safety of their employees, subcontractors or any other persons in the neighbouring population or product users.

If in doubt, we will adopt a precautionary principle together.

Workplace, labour law and human rights

RECOGNISE THE FREEDOM OF ASSOCIATION, TRADE UNION RIGHTS AND THE RIGHT TO COLLECTIVE BARGAINING

We believe in the freedom of association and support the effective recognition of the right to collective bargaining in countries where such rights apply. Our Partners must respect the right of their employees to join or abstain from joining a legal association without any fear of reprisals or ill-treatment.



PROMOTE RESPECT, DIGNITY, DIVERSITY AND ANTI-DISCRIMINATION

As Our Partner, we expect you to promote and encourage diversity. Our Partners must ensure that their workplaces are free from all forms of harassment, such as sexual harassment, ill-treatment, intimidation, violence, corporal punishment, mental or physical coercion, verbal abuse and discrimination. They must also implement the principle of fair treatment and equal pay for men and women.

Our Partners must tackle all forms of discrimination, including discrimination based on gender, origin, religion or political affiliation. Gerflor will ensure that there is no discrimination against religious minorities, particularly for business partners operating in countries where there is no separation of religion and state. Women's liberation through work is encouraged in all countries. Gerflor also encourages Business Partners to hire employees with disabilities.

RESPECT HUMAN AND CHILDREN'S RIGHTS

We comply with labour law and we fight against forced and child labour: we do not employ children.

We do not tolerate any form of coercion, physical punishment or abuse directed at workers. We expect the same from Our Partners, who must abide by the same obligation and strictly comply with applicable legislation.

Our Partners must only employ people who are allowed to engage in productive employment, and they are responsible for checking and proving that they have the right to work.

Business conduct and ethics

FIGHT AGAINST FACILITATION PAYMENTS AND CORRUPTION

In our Anti-Corruption Code of Conduct and our Ethics Charter, we condemn corruption in all its forms, whether active or passive, public or private, including extortion, bribery and facilitation payments. We expect similar commitments from Our Partners.

COMPLY WITH CONTRACTUAL COMMITMENTS AND TAX REGULATIONS

Our Partners must comply with contractual obligations and shall not carry out any unlawful actions on our goods. Statements made to Gerflor must be true and accurate.

Our Partners may not refer to Gerflor's name or logo without prior authorisation. We also expect Our Partners to keep accurate records and implement the appropriate business controls.

TACKLE ANTI-COMPETITIVE PRACTICES

We expect Our Partners to take all measures to prevent the anti-competitive practices described in our Anti-Competitive Code of Conduct and our Ethics Charter.

They must also refrain from disclosing the Group's confidential information to third parties.

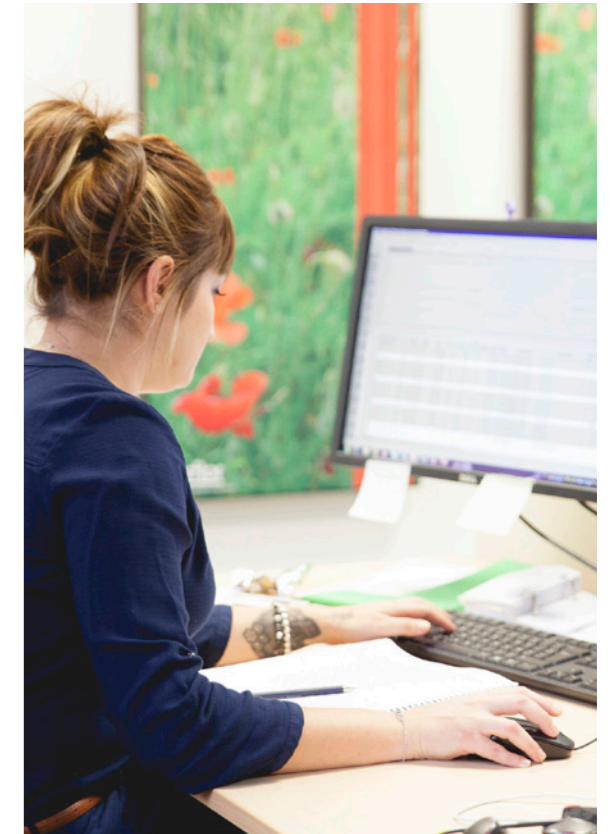
AVOID CONFLICTS OF INTEREST

In accordance with our Ethics Charter, decisions taken on behalf of the Group must be sound, impartial and objective.

Our employees must refrain from entering into any potential conflicts of interest and inform management if applicable.

COMBAT MONEY LAUNDERING

Our Partners must tackle money laundering and exercise due caution during financial transactions with the aim of detecting any anomalies.



PROTECT DATA AND INTELLECTUAL PROPERTY

The collection and processing of personal data by Our Partners must comply with the principles defined by Gerflor and described in its General Data Protection Policy, such as transparency, minimisation and adequacy, compliance with the purposes of processing, consent, etc. To assess the compliance risk associated with our business relationships, we implement evaluation procedures to select Our Partners according to different criteria, including strategic, geographic or sector-related criteria.

Reporting procedure and audits

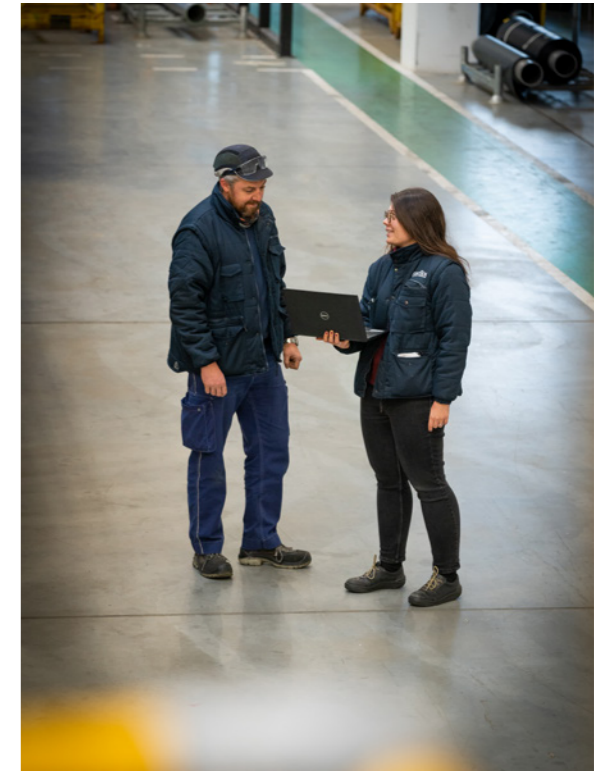


LEARN ABOUT OUR REPORTING PROCEDURE

We have established a professional disclosure procedure as part of the «reporting scheme» that allows our employees and Partners to report any behaviour or situations that violate legislation, our Ethics Charter, our Anti-Competition Code of Conduct or our Anti-Corruption Code of Conduct, as well as any other breaches covered by the scheme. This scheme is available at the following email address: gerfloralert@nicolfideurope.com. For further details, refer to Gerflor's «reporting scheme».

EVALUATE, GUIDE AND IMPROVE

We reserve the right to carry out occasional and unscheduled checks to ensure that our Partners are in compliance with this Charter. Such controls may involve requests for documentation, as well as onsite assessments and audits carried out by our Group or any authorised auditing firm or independent consultant. Once the audits have been carried out, Our Partner will have the option of defining and implementing corrective actions in the event of a breach of the Charter. Failure to comply with this Charter may result in the loss of business relations with Gerflor and the potential termination of any contracts. By signing this Charter, Our Partners agree to comply with the rules and recommendations set out herein. They acknowledge that such rules and recommendations constitute an essential component of the business relationship.



Date : / /

Chief Procurement Officer
Charles D'ANTERROCHES

Group CSR Manager
Laure ALDON

Our Partner:
Name:
Position:
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ABOUT GERFLOR

A market leader with more than 80 years of expertise in flexible floor coverings. Gerflor designs, manufactures and distributes innovative, design-led, eco-responsible and easy-living solutions for covering floors and walls. The Group is present in the tertiary, education, hospital and sport sectors but also serves individuals and professionals in the residential sector.

we care / we act

Our Commitments for a Sustainable future



-20%
Carbon footprint*



10%
Bio-based content



30%
Recycled content



35%
Loose-lay**



60 000 T
Volume of recycled material per year

Gerflor®

* Scopes 1 and 2 defined in the GHG protocol ** % of activity with biosourced materials

*** % of activity - adhesive free solution