



# Sustainable Purchasing Charter

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# Foreword

The integration of social and environmental concerns in its activity and in its interactions with stakeholders is a priority for the Centreon Group, as well as maintaining its competitiveness and performance. This is why the Group has implemented this Sustainable Purchasing Charter.

In a first part, the Centreon Group undertakes towards its suppliers to respect the principles of its Code of Ethics (in the annex) and which form the basis of the principles of the United Nations Global Compact that Centreon supports and observes without reserve: Integrity, Responsibility environment, Loyalty, Transparency, Respect for people, Fight against corruption and unfair competition.

Centreon reciprocally asks its suppliers to respect the principles described in the charter. The adoption by our suppliers of the principles that we impose on ourselves is for us the most consistent and effective way of applying and enforcing our CSR commitments.

In a second part, the Centreon Group puts this Sustainable Purchasing Charter into practice by integrating environmental and social criteria into the process of purchasing goods and services.

Julien MATHIS  
President & Co-Founder



# Sustainable Purchasing Process

## I. EXPRESSION OF NEED

- Internal phase, the department that must purchase a good or service determines the needs by integrating the following criteria:
  - Functional expectations of the user,
  - Compliance with regulations and internal safety rules,
  - CSR (minimization of environmental and socio-economic impacts),
  - Allocated budget.

## II. LOOKING FOR SOLUTIONS

- Centreon group department request quotes from at least three suppliers, preferably one with a supplier certified or using ISO 14000, ISO 26000 standards. In the event of a purchase of less than €5000 or the purchase of purely intellectual services, the search for a supplier certified or using ISO 14000, ISO 26000 standards is optional.

## III. DECISION MAKING

- Final phase, the choice of product or service is made by taking into account the need defined in the first phase and by positively weighting the following CSR criteria:
  - Certification or labeling of the supplier,
  - Traceability of the production chain (for the duration of the purchase contract),
  - Environmental qualities of the product or service, means of transport, packaging,
  - Longevity of the relationship with the supplier.

# Code of Ethics

Annex

# Foreword

The notoriety and future of Centreon and all of its subsidiaries (hereinafter referred to as "the Group" or "Centreon" or "the Company") are based on the trust that the Group inspires in stakeholders, its customers and his collaborators. The Code of Ethics brings together principles to which Centreon adheres and which should help all Employees to better understand ethical issues. It must, in case of doubt, serve as a frame of reference for their daily attitudes, behaviors and actions.

This Code of Ethics applies to all employees of the Group, hereinafter referred to as "Employees", as well as to all persons with whom the Group is associated (customers, suppliers, advisers, auditors, subcontractors, agents and other intermediaries).

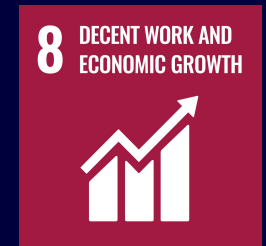
This Charter is integrated into the internal regulations of the companies of the Centreon group.

Each Employee, regardless of their hierarchical level, must apply, within the limits of their functions and responsibilities, the rules set out below and ensure that they are also applied by the persons placed under their responsibility.

Employees who do not comply with applicable laws or regulations, or the principles of this Code, are subject to disciplinary measures in accordance with internal regulations and/or legal provisions.

In addition, this Code includes a whistleblowing scheme allowing each employee (or any person) to report, in a non-binding, confidential and anonymous manner, an action infringing this Code of Ethics and national or international regulations.

Julien MATHIS  
President & Co-Founder





## COMPLIANCE WITH LEGISLATION

The Group commits to comply with the laws and regulations in each country where it operates. Compliance with the law is an essential value. It is the responsibility of all Employees to know and fully comply with applicable laws and regulations, as well as the policies and guidelines established by the Company. All Collaborators are required, in case of doubt and need, to seek advice to the competent department for additional information.

## PRIVACY

Collaborators are required to keep for themselves confidential information relating to Centreon or its partners to which they may have had access. This obligation continues even after the termination of their work contract. All confidential information must be kept and remained confidential, unless it has been the subject of public and authorized release. Each employee must ensure that any information that is not public remains strictly confidential.

## USE OF COMPANY'S IT RESOURCES

Employees must comply with the IT Charter and IT security Charter in force within the Group. Computers (hardware, software, networks) and the information contained therein must be used responsibly and only for legitimate purposes. Employees are prohibited from using Centreon's computer systems for illicit or defamatory purposes. Personal use of the Company's IT resources must be kept to a minimum and must never involve the installation of hardware or software that does not comply with Centreon's IT standards or infringes the copyrights of third parties.

# Environmental Responsibility



## ENVIRONMENTAL PROTECTION

The Group is committed to preserving natural and energy resources, reducing the production of waste, its energy consumption and harmful discharges into the air or water, to combating global warming and reaching the limits of planet's resources. This necessarily implies compliance with the legal provisions in force in terms of environmental protection but also to commit beyond. This is why Centreon is committed within the framework of its Environmental Charter and with the Global Compact to integrate as sincerely and as actively as possible the Sustainable Development Goals at the heart of its strategy.

Thus the Group is committed, for example, to greenhouse gas emissions due to the energy consumption of our offices, our IT resources and to business travel, the management of our waste, as well as our purchases.

# Loyalty & Transparency



## PROTECTION OF COMPANY ASSETS

Centreon expects its Employees to manage the Company's assets responsibly and to make their decisions based on transparent risk-benefit analyses. Employees are not authorized to use the Group's assets for personal, illegal or illicit purposes. The name of the Company cannot be used by an Employee for personal purposes. Under no circumstances an Employee should speak in the name and on behalf of the Company if he has not been expressly authorized to do so by the Board.

The Company's assets include in particular: patents, trademarks, know-how, lists of customers, subcontractors or suppliers, technical or commercial practices, and more generally all data or information to which Employee have access in the performance of their duties.

## RELATIONS WITH CUSTOMERS, SUPPLIERS AND BUSINESS PARTNERS

Centreon bases its relations with all its stakeholders and, in particular, with its customers and suppliers, on the principle of honesty and fairness. The Group undertakes to meet its contractual commitments and to respect both the letter and the spirit of its commercial agreements. Employees are asked to act with professionalism, integrity and fairness. Commercial action in France and abroad, is carried out in compliance with local regulations. The Group expects a reciprocal commitment from its partners on these issues. It is the responsibility of each Employee to select its partners on an objective basis, without favoritism or discrimination.

## FAIRNESS OF ACCOUNTING AND FINANCIAL INFORMATION

Centreon is committed to providing accurate, transparent and regular information. The sincerity of the accounts enables the Group to base its decisions on exhaustive, precise and reliable information. Centreon undertakes to produce regular and sincere accounts giving a faithful image of the financial situation, the results of operations, transactions, assets and liabilities of the Group.



# Respect for People

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## RESPECT FOR PEOPLE & FIGHT AGAINST DISCRIMINATION AND HARASSMENT

Relations between or with Employees are based on the principles of mutual trust and respect, with the aim of treating everyone with respect, dignity and promoting equal opportunity in all aspects of employment. The Group applies a fair human resources policy that complies with the law.

In accordance with the conventions and recommendations of the International Labor Organization, Centreon prohibits all forms of forced or compulsory labor or the use of child labor.

The Group also guarantees its Employees and its stakeholders a working environment that excludes any discrimination or harassment based in particular on gender, sexual orientation, ethnic origin or religion, the status of employee representative, exercise of a union mandate, political opinions, disability, age and any other offensive physical, verbal or visual behavior. Each Collaborator must therefore respect the safety, rights and opinions of his colleagues as well as their cultural or specific particularities.

Centreon offers its Employees training opportunities adapted to their field of activity. Centreon respects the privacy of its Employees and protects their personal data.

## HEALTH AND SECURITY

Centreon guarantees adequate working conditions to its Collaborators, particularly in terms of health and safety, who have a duty to contribute to it by respecting the rules of the Company.

## DISABILITY

The Group carries an active disability policy, in particular by encouraging the employment and integration of employees with disabilities and by supporting people in the event of the onset of a disability during their professional life.

# Fight against Corruption & Unfair Competition



## FIGHT AGAINST CORRUPTION

Centreon strives to fight against any act of corruption or any other breach of probity in the countries in which it operates. The Group prohibits its Employees from promising, giving or receiving gifts in order to favor the natural or legal person who promised, gave or received them.

## FAIR COMPETITION

Centreon ensures compliance with the rules of competition so that it is fair and equitable. No action by the Group should prevent, restrict or distort competition. Centreon refuses all unfair competitive and commercial practices and does not contract with companies that use these processes.

# Whistleblowing Scheme



## What can be the subject of such scheme?

- In accordance with articles and 17.II.2° of the law of December 9, 2016, a crime or misdemeanor, a serious and manifest violation of an international commitment regularly ratified or approved in France, of a unilateral act of an organization international community taken on the basis of such a commitment, law or regulation, or a serious threat or prejudice to the public interest
- Behaviors or situations infringing this Code of Ethics.
- **Are excluded** facts, information or documents to which the Group would have had access in the context of a commercial relationship and which are covered by medical secrecy or the secrecy of relations between a lawyer and his client

## Who can be a whistleblower?

- An employee (or any natural person) who, in a disinterested manner and in good faith, notices a violation, of which he has personal knowledge, can inform his direct or indirect superior or the human resources department.
- The whistleblowing scheme can only relate to the revelation of facts of which the whistleblower has personal knowledge and of which he is able to demonstrate the reality by any means.
- The implementation of this scheme is voluntary and optional. No sanction can be taken against the whistleblower in the event he does not activate this scheme. If it is issued in accordance with these rules, the report does not expose the whistleblower to any sanction, in particular disciplinary.
- In the event the whistleblower does not comply with the above conditions, he can be liable to disciplinary sanctions, as well as to legal proceedings.

## Are my identity and actions protected?

- The identity of the whistleblower and elements allowing to determine its identity will only be disclosed to the persons responsible for examining the admissibility and processing of the whistleblowing, and to the legal authority if requested.
- Express consent of the whistleblower is required to disclose his identity.

# Contact

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## Join our Communities



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