

# SUSTAINABILITY GUIDELINES FOR SUPPLIERS

## **Intercorp Retail**

InRetail Perú adopted Intercorp Retail's Sustainability Guidelines for Suppliers.

Approved at Board of Director's Meeting of July 17, 2024.

# SUSTAINABILITY GUIDELINES FOR SUPPLIERS

## 1. INTRODUCTION

Intercorp Retail promotes within its value chain the respect and protection of human rights, the preservation of the environment, compliance with legal standards, as well as the contribution to the development and sustainable growth of the country. Therefore, Intercorp Retail encourages suppliers to incorporate sustainability criteria into their policies, procedures and practices.

## 2. SCOPE

- This document establishes guidelines of conduct for suppliers, consultants, contractors and all business partners working with the Business Units (Bus) that make up Intercorp Retail and its subsidiaries.
- Each BU has its own policies, which are aligned with Intercorp Retail's Code of Ethics and other internal policies and documents listed in section 3 below, and with these Sustainability Guidelines for Intercorp Retail Suppliers.

## 3. LEGAL BASIS AND REFERENCES

### References to legal basis

- Peruvian labor regulatory framework
- Law No. 27942, Law for the Prevention and Punishment of Sexual Harassment
- Law No. 27314, General Law of Solid Waste
- Law No. 30884, Law that regulates single-use plastic and disposable containers or packaging.
- Law N° 29783, Occupational Health and Safety Law

### References to internal policies and documents

- Intercorp Retail's Corporate Code of Ethics
- Intercorp Retail's Policy for the Prevention of Corruption, Money Laundering and Terrorist Financing Crimes
- Intercorp Retail's Diversity and Inclusion Policy

## **References to international standards and guidelines**

- The guidelines have been organized according to the three axes: Economic, Environmental and Social, as proposed by the Dow Jones Sustainability International Index (DJSI).
- In addition, the principles of the United Nations Global Compact have been considered, which proposes five general criteria: Human Rights, Labor, Environment, Anticorruption and Quality, and Product and Service Safety.

## **4. ECONOMIC AXIS**

### **Regulatory compliance**

- Suppliers must maintain a good reputation and act responsibly in accordance with the rules, regulations and laws in force. We shall not conduct business or maintain business relationships with persons or organizations that deviate from labor, legal and/or ethical standards or that engage in illegal business.

### **Conflict of interest**

- Suppliers must inform their contact within Intercorp Retail if there is any familiarity or personal link between the supplier and the persons involved in the purchase process or who may influence the sale of products or services to Intercorp Retail or one of its subsidiaries, in order to avoid any conflict of interest.
- Suppliers must avoid making offers or accepting requests from any Intercorp Retail employee regarding financial benefits or provisions in the form of discounts, gifts, travel, invitations, loans, bonuses or any other benefits as part of the sale of products and services to Intercorp Retail.
- Transactions will be conducted on appropriate terms and conditions in accordance with Intercorp Retail's ethical business practices and no personal gain or profit will be accepted.
- Business partners must comply with local regulations regarding relations with political bodies and government agencies, specifically referring to political contributions, gifts, entertainment or financial assistance to national or foreign government officials, or other persons analogous to them.

### **Free competition, anti-bribery, corruption and money laundering prevention**

- Suppliers must respect free and fair competition, and relevant laws and regulations, such as antitrust law and internal rules, must be complied with.
- Suppliers must refrain from engaging in any unfair practice that hinders the free exercise of competition, particularly those seeking to expel a competitor from the market or restricting market access to new competitors by illegal means.
- Suppliers must avoid all forms of corruption, including extortion and bribery. It is forbidden to make any payment or promise, or give any benefit, to any official, public or private, to facilitate or accelerate procedures, formalities or activities that violate a regular procedure.

- Suppliers must reject any request for bribery, even if it constitutes a case of extortion. In the event that any Intercorp Retail employee is involved in a case of extortion or bribery, they must inform their immediate supervisor and the Compliance Officer of their BU.

### **Confidentiality**

- Suppliers must respect contractual obligations regarding the security and confidentiality of information.
- Suppliers must ensure compliance with confidentiality agreements by their employees or any interested party involved in the business relationship between the supplier and Intercorp Retail.
- The information provided by Intercorp Retail must be used solely for the purpose of achieving business objectives, and any use for other purposes, for personal use or use by others will be prohibited.

### **Safety and quality of products and services**

- Suppliers must ensure that they operate under quality management systems that eliminate the risk of fraud in their projects and services.
- Suppliers must comply with local regulations on safety, correct labeling and communication of product handling requirements.
- Suppliers must be proactively and transparently providing all relevant parties with information on safety and environmental aspects of their products.
- Products and services intended for minors must be guaranteed to be safe and not emotionally, morally or physically harmful.

## **5. ENVIRONMENTAL AXIS**

### **Environmental management**

- Suppliers must integrate a preventive approach to the environmental challenges involved in their production and marketing activities, establishing management plans in accordance with the current regulations of the sector to which they belong and their environmental impacts.

### **Sustainable use of resources**

- Intercorp Retail positively recognizes those suppliers that optimize the use of natural resources (such as water, energy sources and raw materials) and mitigate their environmental impact by controlling emissions, discharges, noise, waste and the use of hazardous substances, with clear objectives and policies for improvement.

### **Handling of waste, chemicals and hazardous substances**

- Intercorp Retail encourages its suppliers to make efficient use of inputs and materials, seeking greater productivity in their use and a reduction in waste generation, through alternatives such as eco-design, optimization of production processes, innovation and digitalization.

### **Biodiversity management, no deforestation and conservation of ecosystems**

- Suppliers must operate in a manner that does not negatively affect ecosystems and biodiversity. They must not engage in illegal deforestation activities under any circumstances. In the event that their operations have an impact on the ecosystem and natural biodiversity, they must implement adequate and effective actions for their conservation and restoration.

### **Energy Management and Climate Change**

- Suppliers must efficiently manage energy use to minimize negative impacts on the environment. Priority should be given to climate change management, considering the associated risks and developing appropriate management plans. This includes taking measures to improve energy efficiency and reduce greenhouse gas emissions.

## **6. SOCIAL AXIS**

### **Prohibition of child labor and labor exploitation**

- Suppliers must employ workers who are legally authorized to work at their facilities, adults over 18 years of age, in accordance with Peruvian labor laws, International Labor Organization (ILO) labor standards and the principles of the United Nations Global Compact.
- It is the responsibility of suppliers to validate the eligibility of employees to work through proper documentation and to establish labor relations in compliance with Peruvian law.
- Suppliers must guarantee that their workers can leave their workplace voluntarily, that they can leave the workplace at the end of their working day and that they are not required to work overtime without their consent.

**Working hours, wages and benefits**

- Suppliers must fully comply with all applicable labor laws, including payment of wages for regular and overtime hours, holidays, weekly rest days.

**Discrimination, sexual harassment and sexual harassment**

- Suppliers must provide an environment free of discrimination, harassment and sexual harassment, as well as respect equal opportunities from recruitment to termination of employment, as indicated in the Regulation of Law No. 27942, Law for the Prevention and Punishment of Sexual Harassment.

**Occupational health and safety**

- Suppliers must comply with the standards established in current legislation and in accordance with internal provisions and those described in the Occupational Health and Safety Regulations, providing the necessary safety instruments and tools for the execution of the work.
- Suppliers must adequately protect their workers from chemical, biological and physical hazards. Physically demanding tasks and situations in the workstation as well as the risks associated with the infrastructures used, must be adequately managed to protect their integrity.
- Suppliers must provide personal protective equipment and training on health and safety standards applicable to their operations, implementing systems to detect, avoid and respond to potential risks to the health and safety of employees.