

A construction site with stacks of Pacasmayo cement bags. The bags are labeled with 'CEMENTO PARA PREFABRICADOS', 'CEMENTO TIPO V', and 'CEMENTO VIAFORTE'. The bags are stacked on a wooden pallet. In the background, there are construction workers wearing yellow hard hats and orange safety vests. The scene is dimly lit, suggesting an indoor or shaded construction area.

# ESG Program for Suppliers

CEMENTOS PACASMAYO 2022



## SCOPE

- Our ESG initiatives for suppliers is designed to assess and monitor their sustainability performance. We collaborate with them to enhance their ESG practices including assessments of their corporate governance, environmental and human rights considerations. Also it encourages to adopt best practices in areas such as resource efficiency, waste management, employee welfare, diversity and inclusion, and ethical sourcing. We provide guidance and training to support their efforts in improving their sustainability performance.

# DOCUMENT

## Affidavit for providers

Available here:

Cementos Pacasmayo SAA and subsidiaries	DOCUMENT Affidavit for suppliers	Code: G-GAS-D-03
Management system Anti-bribery and Compliance		Version: 02 / 01 June 2023 Page 1 / 5


*AFFIDAVIT FOR SUPPLIERS OF CEMENTOS PACASMAYO S.A.A AND SUBSIDIARY COMPANIES.*

**COMPLIANCE WITH STANDARDS OF ETHICAL CONDUCT, ADMINISTRATIVE RESPONSIBILITY OF LEGAL PERSONS AND PREVENTION OF MONEY LAUNDERING AND FINANCING OF TERRORISM**

Consta por el presentado documento la declaración bajo juramento, que realiza


.....with Tax ID: No, .....with address in  
....., district of ....., province and Department  
....., duly represented by  
..... identified (a) with DNI No. ....  
powers duly registered in the Item Electronics N° del ..... Registration of Persons  
Legal of (..... onwards "THE PROVIDER").

THE SUPPLIER expressly declares that it knows and undertakes to periodically review the updates, understand and comply with the Good Corporate Governance and Compliance Policies of Cementos Pacasmayo S.A.A. and its subsidiaries or affiliates (hereinafter THE COMPANY), which are available at the following web link: [https://www.cementospacasmayo.com.pe/Aplicaciones/Web/webpacasmayo.nsf/xsp\\_cumplimiento\\_xsp?tab=54](https://www.cementospacasmayo.com.pe/Aplicaciones/Web/webpacasmayo.nsf/xsp_cumplimiento_xsp?tab=54) which includes strict compliance with the regulations on administrative liability of legal entities as well as the regulations on Prevention of Money Laundering and Financing of Terrorism (PLAFT).

- 
- Our process to introduce ESG indicators in our relationship with suppliers initiate with the Affidavit that all suppliers must submit in where they commit to complying with our Code of Conduct that includes ethical conduct standards, administrative responsibility of legal persons and prevention of assets laundering and financing of terrorism in matters of anti-corruption, business ethics, prevention of assets laundering and financing of terrorism, anti-fraud, free competition, payment auditing, work policy, relationship and/or kinship.

# HOMOLOGATION QUESTIONNAIRE

INFORMACION GENERAL				
<b>Nombre de la Compañía</b>				
<b>RUC</b>				
<b>Dirección</b>				
<b>Telefono</b>				
<b>Tamaño de la empresa</b>				
<b>Tipo de servicio o bien</b>				
1.- ASPECTOS BÁSICOS DE OPERACIÓN				
Autorizaciones	Entidad Emisora	Vcto.	Si	No
Poderes de Representante vigentes				
Licencia de Funcionamiento				
Certificado ITSE - INDECI				
Registro Sanitario				
Licencia Ambiental				
Otras licencias y/o certificados por tipo de actividad que realiza				
Indicar si los productos comercializados y/o servicios brindados al Cliente, cuentan con un Plan de Contingencia				
¿Los planes de contingencia son actualizados periódicamente?				
¿Se han definido los tiempos de recuperación, para seguir operando en caso de algún siniestro?				

- 
- One of the key tools we utilize to assess the sustainability performance of our suppliers is our homologation questionnaire with ESG (environmental, social, and governance) questions. This questionnaire serves as an essential part of our supplier evaluation process, enabling us to gain insights into their sustainability practices and identify areas for improvement.

## Environmental Aspects

- Does the company have an Environmental Management System?
- Has the company made a diagnosis, identifying the significant environmental aspects of its operation?
- Does the company have a training program for personnel in environmental management?
- Does the company have an Environmental Adequacy and Management Program (PAMA)?
- Are the hazardous materials identified with an NFPA label?
- Does the company conduct internal audits to verify compliance with environmental management?
- Do they verify that the corrective actions taken are appropriate for each environmental management nonconformity?


## Social Aspects


- Does the company have an Occupational Safety and Health (OSH) Management System?
- Do they have programs and records of emergency drills?
- Do you have records of occupational accidents and illnesses?
- Do they have trained personnel to comply with the GMP Management Plan?
- Do you have a policy or statement that expresses the company's commitment to Ethical Conduct and Human Rights?
- Are the workers' decisions regarding the right to freedom of association and collective bargaining, which are recognized by law, respected?
- Do they contribute to improving the quality of life of the people in their area of influence?



## Governance Aspects

- Do you have a policy that regulates the granting of gifts to customers, suppliers, contractors, employees and any other third party?
- Have you identified the activities or processes that may present corruption risks?
- Has the company, or any other company related to its shareholders, been involved in any act of corruption of officials?
- Do they periodically evaluate and update their Anti-Money Laundering and Terrorism Financing Prevention System and/or Manual?
- Do they report suspicious transactions to the Financial Intelligence Unit (FIU), if applicable?
- Do you have a designated Compliance Officer, according to law?

- 
- The responses provided by suppliers in the questionnaire are carefully evaluated and scored, allowing us to compare and benchmark their sustainability performance. Based on the results, we can determine their suitability as preferred suppliers and establish long-term partnerships with those who demonstrate a strong commitment to sustainability. Suppliers who demonstrate strong performance are considered for the continuity of the business.

- 
- Additionally, it is important to note that if suppliers do not meet the required standards and fail to pass the homologation questionnaire, must mandatory make a corrective plan according to the adjustments requested by the homologator, who will ensure its correct compliance in order to continue negotiating with us.
  - This strict adherence to our sustainability criteria ensures that we only collaborate with suppliers who share our commitment to environmental and social responsibility. By selecting and partnering with suppliers who meet our rigorous ESG criteria, we can collectively advance towards a more responsible and resilient construction industry and a more sustainable and ethical future.

# POLICY OF CORPORATIVE PURCHASE


<b>Cementos Pacasmayo SAA and subsidiaries</b> (Supply Chain and Administration / Supply Goods, Services and M.Prima.	<b>POLITICS</b> <b>PURCHASE OF SPARE PARTS, SUPPLIES, FIXED ASSETS, RAW MATERIALS AND SERVICES</b>	Code: G-CS-POL-03 Version:03 / Date: 31/01/2021 Page: 1 / 5
---	---	---

## 1. OBJECTIVE

Establish a reference framework that must be met by the different areas in the Purchasing Process seeking to supply internal users in a timely manner according to the required conditions of price, time and quality for: spare parts, supplies, fixed assets, raw materials and services.

## 2. DEFINITIONS AND ABBREVIATIONS

- **Operations:** Production or administrative units of Cementos Pacasmayo S.A.A., Cementos Selva S.A., Fosfatos del Pacifico S.A., Distribuidora Norte Pacasmayo S.R.L and Dinaselva Iquitos SAC.
- **Goods:** These are all materials and physical products that are acquired from external suppliers, which are cataloged in: Spare Parts, Supplies, Fixed Assets and Raw Materials.
- **Services:** These are all activities or actions that are acquired from external suppliers, which in many cases require specialized technical knowledge.
- **Acquisition:** Purchase of Goods and Services; necessary for production or administrative processes.
- **Plans:** Projection of consumption, purchase of materials or purchase of services.
- **Users:** Collaborators who need Goods and Services to carry out their activities or those of their area.
- **Applicants:** Collaborators who generate requirements for Goods and Services.
- **Purchasing Managers:** Collaborators of Supply Chain or other areas that manage the acquisition of Goods and Services.
- **Request for Purchase (Solped):** Document in SAP with which an area requests the Corporate Purchasing area to acquire Goods and Services.

- 
- Another of the key tools we utilize to assure the sustainability performance of our suppliers is our Code of Conduct which establishes reference framework that must be met by the different areas in the Purchasing Process seeking to supply internal users in a timely manner according to the required conditions of price, time and quality. Also it provides the required regulation to comply with ESG standards and norms.

# CODE OF CONDUCT FOR SUPPLIERS

Cementos Pacasmayo SAA y subsidiarias	<b>CODE OF CONDUCT FOR SUPPLIERS</b>	Código: G-GAS-D-10
Sistema de Gestión Antisoborno		Versión: 01 / 07 febrero 2022 Página 1 de 6

At Cementos Pacasmayo SAA and subsidiaries ("Pacasmayo") we have a commitment towards sustainability and the generation of value in the long term for our stakeholders. This means ensuring responsible management of our economic, environmental, social and governance risks and impacts, both in our operations and value chain.

We know that our suppliers and contractors are fundamental pieces to achieve this. For this reason, in a complementary and coherent way with our Code of Conduct and corporate values, we have created the Code of Conduct for Suppliers, which establishes the expected behavior guidelines for our suppliers and related third parties.


We expect our suppliers to internalize these guidelines, develop responsible purchasing policies, and replicate similar standards of conduct into their own supply chain. In case there were situations not contemplated in this document, we hope that the laws in force will at least be respected.

## **Scope**

This code applies to all our suppliers of goods and services, their executives, collaborators, and contractors who provide services for our company.

## **Conduct Guidelines:**

### **1. Respect for People**

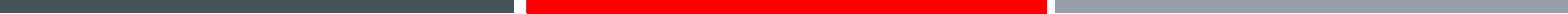
- 
- Another of the key tools we utilize to assure the sustainability performance of our suppliers is our Code of Conduct which establishes the expected behavior guidelines for our suppliers and related third parties. We expect our suppliers to internalize these guidelines that are aligned with ESG factors, develop responsible purchasing policies, and replicate similar standards of conduct into their own supply chain.



## Conduct Guidelines

- Respect for People
- Health and Safety
- Respect for communities
- Environmental protection
- Ethics and integrity





**99** suppliers trained in sustainability  
during FY 2022

- As part of our ESG program, we prioritize the training and education of both our suppliers and Pacasmayo's buyers. We understand that fostering a culture of sustainability requires collaboration and shared knowledge across all stakeholders involved in our supply chain.

## ESG TRAINING FOR SUPPLIERS AND COMPANY BUYERS

# ¿CUÁL ES NUESTRO COMPROMISO ?

En Cementos Pacasmayo la ética es parte de nuestro ADN, nos enfocamos no solo en formar y crecer como excelentes profesionales y personas, sino motivar y poner nuestros esfuerzos en compartir esta cultura con nuestros Proveedores y Clientes, para que juntos podamos cumplir con el objetivo de crear una **cultura ética sólida.**



# ESG TRAINING FOR SUPPLIERS AND COMPANY BUYERS

## ● **RESPECTO A LA PERSONA HUMANA**

Lo más importante es el respeto, la defensa y cuidado de la persona humana. Nuestros proveedores deben respetar y promover los derechos humanos

## ● **EL RESPETO A LAS COMUNIDADES**

Nuestros proveedores deben propiciar un clima de paz y promuevan la convivencia pacífica con las comunidades de su entorno, como buenos vecinos.

## ● **SALUD Y SEGURIDAD**

Nuestros proveedores deben garantizar que sus actividades se realizan de manera segura y eficiente procurando el bienestar de todos.

## ● **PROTECCIÓN DEL MEDIO AMBIENTE**

Exigimos cumplimiento de la regulación ambiental y promover continua mejora en nuestras actividades para prevenir y evitar impactos adversos significativos.

# ESG TRAINING FOR SUPPLIERS AND COMPANY BUYERS

Objetivo: incrementar el cumplimiento de los requisitos del Sistema de Gestión Antisoborno y la eficacia de los controles que mitigan los riesgos.

## NORMA ISO 37001 Y EL SELLO CERO SOBORNO



a

Generar confianza ante nuestros Proveedores y Clientes en el negocio.

b

Asegura las mejores prácticas a nivel nacional e internacional

c

Ayudar a las empresas a establecer unos niveles de homogeneidad en relación con la gestión, prestación de servicios y desarrollo de productos en la industria.