

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

Supplier Assessment and Development

CEMENTOS PACASMAYO 2022

SUPPLIER ASSESSMENT

- In Cementos Pacasmayo, supplier assessment holds significant importance in our path of sustainability. We recognize the crucial role of suppliers in shaping our environmental, social, and economic footprint. Through diligent supplier assessments, we aim to align our partners with our sustainability values and demonstrate together responsible business practices. Therefore, we can identify and mitigate potential risks.

SUPPLIER ASSESSMENT QUESTIONNAIRE

Is the execution of the service adequately fulfilled? (regarding the operation: quality, compliance with deadlines, personnel or others) Are there frequent observations or complaints about the service?

Does the supplier submit its reports for monitoring and control of the service?

Is the execution of the service adequately completed? (regarding the operation: quality, compliance with deadlines, personnel or others)

Are there frequent observations or complaints regarding the service?

Does the supplier submit its reports for monitoring and control of the service?

Are there any pending of the contracts or addenda?

QUESTIONS TO BE COMPLETED BY PACASMAYO

Does the supplier have a current Letter of Guarantee?

Is the retention of the guarantee fund being applied to the valuations submitted?

Has the supplier submitted its civil liability policy?

Does the supplier have a current and valid RENEEL?

Does the supplier comply with SSOMA indicators and reports? (frequency index, severity index, deviation identification report, report of deviations reported vs. deviations resolved, report of records vs. reports attended, report with the number of deviations in equipment, report of training activities to its personnel, report of training activities to its personnel, induction report for the change of position or incorporation of a new worker)

SAMPLE QUESTIONNAIRE

A completar Equipo CPSAA y Proveedor			
No.	Ejes	Responsable	Preguntas
A completar por equipo CPSAA			
4	Operaciones	TRANSPORTE CORPORATIVO	¿Se cumple de forma adecuada con la ejecución del servicio? (referente a la operación: Calidad, cumplimiento de plazos, personal u otros)
5	Operaciones	TRANSPORTE CORPORATIVO	¿Existen observaciones o reclamos frecuentes respecto al servicio?
6	Operaciones	TRANSPORTE CORPORATIVO	¿El proveedor presenta sus reportes para el seguimiento y control del servicio?
7	Operaciones	OPERACIONES MINERAS	¿Se cumple de forma adecuada con la ejecución del servicio? (referente a la operación: Calidad, cumplimiento de plazos, personal u otros)
8	Operaciones	OPERACIONES MINERAS	¿Existen observaciones o reclamos frecuentes respecto al servicio?
9	Operaciones	OPERACIONES MINERAS	¿El proveedor presenta sus reportes para el seguimiento y control del servicio?
10	Gestión Administrativa	Adm.C	¿Existen gestiones pendientes de Contratos o Adendas?
11	Gestión Administrativa	Adm.C	¿El proveedor cuenta con Carta Fianza vigente?
12	Gestión Administrativa	Adm.C	¿Se está aplicando la retención de fondo de garantía a las valorizaciones presentadas?
13	Gestión Administrativa	Adm.C	¿El proveedor ha presentado su póliza de Responsabilidad civil?
14	Gestión Administrativa	Adm.C	¿El proveedor cuenta con su RENEEL vigente?
15	SSOMA	SSOMA	¿El proveedor cumple con presentar sus indicadores y reportes SSOMA? (índice de frecuencia, índice de severidad, reporte de identificaciones de desviaciones, informe de desviaciones reportadas vs desviaciones resueltas, informe de reporte de registros vs reportes atendidos, reporte con el número de desviaciones en equipos, reporte de actividades de capacitación a su personal, reporte de actividades de entrenamiento a su personal, reporte de inducción por el cambio de puesto o incorporación de un nuevo trabajador)

HOMOLOGATION QUESTIONNAIRE

INFORMACION GENERAL				
Nombre de la Compañía				
RUC				
Dirección				
Telefono				
Tamaño de la empresa				
Tipo de servicio o bien				
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?				

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- 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?

107 assessed suppliers
during FY 2022

- 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.

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- 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.

- The supplier assessments are carried out by Group MEGA using ISO 9001:2015, ISO 14001:2015 and 45001:2018. Their service of suppliers homologation to business organizations fulfill the requirements of the 3 standards and are recognized and certified by Colombian Institute of Technical Standards and Certification (ICONTEC) and the Internacional Certification Network (IQNet).





Crece+
Construyendo juntos, generamos valor

SOLTRAK +
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SUPPLIER DEVELOPMENT AND CRECE+

SUPPLIER DEVELOPMENT

- In Cementos Pacasmayo we believe in actively working with our suppliers to drive positive change and continuous improvement. We enhance their sustainability practices throughout the provision of resources and support. This includes promoting environmental management systems, resource efficiency, and sustainable technologies. We also prioritize capacity building and knowledge sharing to empower suppliers in areas like labor practices and community engagement. Supplier development not only strength our supply chain process but also creates a broader positive impact on the industry and communities we serve.

SUPPLIER DEVELOPMENT QUESTIONNAIRE

Does the supplier have pending orders to be entered? (If yes, please send the list before the meeting)

Does the supplier have invoices pending to be registered? (If yes, please send the list before the meeting)

Does the supplier have a social responsibility plan?

Does the supplier have any complaints or grievances from the local community?

Does the supplier have orders from the community they live with?

Does the supplier have a quota of local personnel in its operations? Indicate the number

Does the supplier have a quota of local and foreign personnel in its operations? Indicate the number

Does the supplier have social commitments (if yes, please provide details in comments)?

Submit any internal initiative that the supplier is or will be implementing in its operations related to: efficiency, continuous improvement, sustainability or safety.

SAMPLE QUESTIONNAIRE

5.2 A completar por el proveedor			
1	Gestión Administrativa	PROVEEDOR	¿El proveedor tiene pedidos pendientes por ingresar? (En caso afirmativo enviar la relación antes de la reunión)
2	Gestión Administrativa	PROVEEDOR	¿El proveedor tiene facturas pendientes por registrar? (En caso afirmativo enviar la relación antes de la reunión)
3	Gestión Administrativa	PROVEEDOR	¿El proveedor cuenta con un plan de responsabilidad social?
4	Gestión Administrativa	PROVEEDOR	¿El proveedor cuenta con reclamos o quejas de la comunidad local con la que convive?
5	Gestión Administrativa	PROVEEDOR	¿El proveedor cuenta con pedidos de la comunidad con la que convive?
6	Gestión Administrativa	PROVEEDOR	¿El proveedor cuenta con cuota de personal local en sus operaciones? Indicar el número
7	Gestión Administrativa	PROVEEDOR	¿El proveedor cuenta con cuota de personal local y foráneo en sus operaciones? Indicar el número
8	Gestión Administrativa	PROVEEDOR	¿El proveedor cuenta con compromisos sociales? (En caso afirmativo detallar en observaciones)
9	Nuevas Iniciativas	PROVEEDOR	Presentar alguna iniciativa interna que el proveedor este o vaya a ejecutar en sus operaciones relacionado a: eficiencia, mejora continua, sostenibilidad o seguridad

Examples of actions carried out for supplier development



Theoretical and practical training for truck drivers.



Scheduling of training and driver controls for the use of speed in the units.



Clear specification of measurement criteria to differentiate between accidents and incidents.



Accuracy of controls regarding the measurement of the group of carriers.



Proposed training of operators in a district

EXAMPLES OF COMMITTEE AGREEMENTS

I. Seguimiento Acuerdos del Comité			
completar por el Equipo de Adm. de Contratos			
Nro.	Eje temático	Responsable	1er Comité - 04/04/23
1	Operaciones	Adm.C	Operación de Escoria: 100.35% de cumplimiento.
			Capacitación y entrenamiento teórico y práctico para conductores de volquetes
2	Gestión Administrativa	Adm.C	Programar capacitaciones y controles de los conductores para controlar el uso de velocidad en las unidades.
3	SSOMA	Adm.C	No presenta accidentes en los 3 meses transcurridos. Se tuvo paradas por las lluvias en la operación pero no figuran accidentes.
			Continuar con Protocolos y Plan de Vigilancia de COVID-19
			Especificar claramente el criterio de medición, se debe diferenciar entre accidentes e incidentes.
			Por parte de SSOMA se debe precisar mejor los controles en cuanto a la medición del grupo de transportistas.
4	Nuevas Iniciativas	Adm.C	Transportista obtuvo la Certificación ISO 14001, busca mejorar la gestión en cuanto aspectos medioambientales.
			Propuesta de formación de operadores del distrito de Yodan

CRECE +

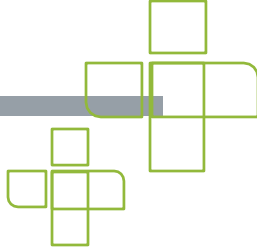
Pacasmayo 

Crece 

Construyendo juntos, generamos valor

Programa de Desarrollo de Proveedores

Pacasmayo 



I. Objective

Strengthen the supply chain value in our areas of influence, through the development of our suppliers, promoting growth and competitiveness, as well as promoting the adoption of good practices.

II. Scope

01

Contractors from Rioja



02

Raw Material Suppliers



03

Social Impact Providers






04

Distribution Transport



III. Work Priorities

We established 3 priorities of work, applicable to each of the working groups.

-  **Training:** Free knowledge transmission spaces
-  **Continuous Improvement** Continuous improvement actions with impact on the operation
-  **Growth Spaces** Spaces for communication, innovation and recognition

IV. Start Up

+ Training



1. TECHNIQUES

SENCICO

- Installation of Outlets and Lighting Equipment
- Installation of distribution boards and ground systems.

2. ADMINISTRATIVES

CPSAA TRAINERS

- Human Rights
- Labour Topics
- Legal and Compliance.
- Accountability and Tax.

3. SECURITY



FIREFIGHTERS OF PERÚ

- Work at height
- Working in confined spaces
- Emergency response
- Working with lifting equipment

IV. Start Up

- Implementation of **Performance Management** (recording, monitoring and measurement) **Minutes** and **Contracts Management**

[Close Minute Service Level](#)

Continuous Improvement

- Opportunity to develop **new services** - Electric and Pneumatic
- Control in the collection of observations of SSOMA Procedures – Registration of incidents.
Emergency: 3 hours
Urgency: 4 - 6 hours
Normal: 24 - 48 hours
- Review and accompaniment in the payment process



ACTA DE RECEPCIÓN FINAL DE SERVICIO

Conste por el presente documento el Acta de Recepción Final del Servicio correspondiente a lo descrito a continuación:

Nombre del servicio			
Usuario		Cargo	
Locadora o Contratista		RUC	
Representante Loc. o Contratista			
N° O/S		N° de Contrato	
Fecha de Inicio		Fecha de Culminación	
Monto inicial		Monto final	

Descripción del Servicio:

Califica el desarrollo de los servicios

1. Observaciones en la calidad de los servicios	: SI () NO ()	De ser SI completar cantidad
*Nro. de Observaciones:	1 - 3 ()	4 - 6 () +6 ()
Indicar observaciones de calidad:		
2. Retrasos en plazos pactados:	: SI () NO ()	De ser SI completar cantidad
*Nro. de días de retraso:	1 - 3 ()	4 - 10 () +10 ()
Sustento del retraso:		
3. Incidentes o accidentes durante la ejecución	: SI () NO ()	De ser SI completar detalle
*Incidentes: ()	1 - 3 ()	4 - 6 () +6 ()
*Accidente: ()	1 - 3 ()	+ 3 ()
Detalle del Incidente o Accidente:		
4. Limpieza en el área	: SI () NO ()	

IV. Start Up

+ Growth Spaces

- Continuous communication, monitoring and operational reportability.
- Visibility of new services - continuity
- Recognitions in: Efficiency, Safety, Continuous Improvement and Inclusion.



7. Protocolo	Descripción	Subtemas	Responsable	Duración (min)	
7.1	Bienvenida Agenda	Presentación del objetivo de las reuniones de desarrollo	1. Agenda 2. Objetivos 3. Dinámica de la reunión	Adm. Contratos	3
7.2.	Reportabilidad	Presentación de desarrollo del servicio ejecutado	1. Número (s) de Contrato (s) 2. Presentación de indicadores del servicio 3. Presentación de indicadores SSOMA 4. Planes de acción (preventivos y correctivos) 5. Presentación de compromisos y acuerdos	Proveedor	20
		Entrega de resultados del período evaluado (actas de cierre de servicio)	1. Resultado de KPIS actas de cierre	Adm. Contratos	10
		Retroalimentación de desarrollo de trabajos	1. Lista de Mejoras o recomendaciones	Usuario	7
7.3-	Innovación y Mejora continua	Presentación de mejoras o proyectos de mejora a implementar como proveedor.	1. Lista de actividades y proyectos de mejora	Proveedor	15
7.4-	Visibilidad	Presentación de próximos servicios y requerimientos	1. Proyección de servicios - plan de mantenimiento	Usuario	10

8. Innovación y Mejora Continua	
Descripción: Premios CRECE +, es un instrumento que tiene el fin de incentivar la mejora continua y competitividad de las empresas proveedoras y se otorga como la máxima distinción a aquellas que son referentes en la categoría correspondiente	
Objetivo: Generar entusiasmo y compromiso del personal con la mejora continua e innovación para el fomento de la cultura de la calidad, haciendo de los proveedores la base de las ventajas competitivas de la organización.	
Categorías de participación	
8.1	Seguridad
8.2	Eficiencia
8.3	Inclusión y Sostenibilidad

Protocolo de reunión

VI. Benefits

- Access to free training from various institutions
 - Access to job boards of educational institutions
 - Measurement and monitoring of the level of service
 - Recognition of continuous improvement
- Opportunities for development and growth

IMPROVEMENT IN YOUR SERVICES

=

SUSTAINABILITY AND BUSINESS CONTINUITY





CEMENTO PARA
PREFABRICADOS

MAS FACIL,
MAS RAPIDO,
MAS RESISTENTE

Pacasmayo

42.5
Kg

CEMENTO
TIPO V

DE EXTREMA
RESISTENCIA
A LOS SULFATOS

Pacasmayo

42.5
Kg

CEMENTO
VIAFORTE

ESTABILIZADOR
DE SUELOS

Pacasmayo

42.5
Kg

CEMENTO PARA
PREFABRICADOS

CEMENTO
TIPO V

Pacasmayo

CEMENTO
VIAFORTE

ESTABILIZADOR
DE SUELOS

CEMENTO PARA

CEMENTO

Pacasmayo

CEMENTO
VIAFORTE

ESTABILIZADOR
DE SUELOS

IBM S