

## **Aitken Spence**

### **Integrated Sustainability Policy**

We understand corporate sustainability as a proactive approach to ensure the long-term viability, profitability and integrity of the business. As a diversified business group operating in several countries, we remain committed to continue our heritage of exemplary corporate citizenship by aligning our strategies with global initiatives and benchmarks on sustainable development.

#### **Policy statement**

Aitken Spence strives to:

- A. Establish and maintain governance structures that meet best practices in legal and other regulatory requirements necessary for the sustainable operation and development of our company
- B. Facilitate the achievement of the Sustainable Development Goals, and strengthen the adoption of the ten principles of the UN Global Compact, the Women's Empowerment Principles and other voluntary endorsements of the Company
- C. Conduct business in an ethical manner and encourage and support our partners to conduct business ethically
- D. Use environmental management systems in organisational operations and take action that commit to prevent potential adverse environmental impacts
- E. Identify potential impacts on the organisational operations and stakeholders from climate change and other disaster situations and take necessary action for mitigation and adaptation
- F. Engage with stakeholders, and consider their input at necessary stages of planning and operations
- G. Encourage supply chains to implement and manage sustainable strategies
- H. Incorporate social and environmental governance in strategic decision making
- J. Use sustainable processes in organisational operations considering relevant risks
- K. Promote innovation in the processes and products & services provided to customers
- L. Continually enhance quality of products, services and value provided to customers while ensuring profitability
- M. Partner in sustainable community development projects and encourage employee participation
- N. Support local communities by providing opportunities for employment and purchasing from local suppliers wherever possible
- O. Use an occupational health and safety management system as a basis to provide employees with a safe and healthy working environment
- P. Harness a strong, motivated and competitive human resource

- Q. Support and promote the protection of internationally proclaimed human rights and provide a secure work environment free from all forms of discrimination and harassment to all employees
- R. Manage and report performance information in line with the international benchmarks endorsed
- S. Safeguard our IT infrastructure and sensitive information of the organisation by being diligent and being compliant with relevant regulations, guidelines, policy frameworks and industry standards
- T. Avoid depicting attitudes that are discriminatory or offensive to a gender, religion, ethnicity, culture or a social group; or are politically biased in company’s communications
- U. Uphold animal welfare within our operations, considering all animals as sentient beings, who deserve humane treatment
- V. Uphold annual performance review and planning

**Implementation**

The Board of Aitken Spence PLC, the Supervisory Board, the Management Board and the Sustainability Committee will be responsible on setting guidelines and giving direction. For internal circulation, the policy statements will be accompanied by a framework containing action points on each tier of implementation and explanatory notes.

Strategic business units (SBU) will work towards gradual adherence of the policy through a tier system of implementation, bearing in mind the degree of relevance to its industry. Each SBU is expected to take leadership in implementing action through necessary frameworks, standard operating procedures and practices that meet the social, environmental and economic governance priorities relevant to the nature and scale of the organisation’s operations.

Awareness and training programmes to facilitate the implementation of the policy would be undertaken where necessary.

<b>Document Control</b>	
Date of review:	03.04.2023 (Tamil translation updated)
Date of most recent previous review:	26.10.2018
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