

# Responsible Sourcing & Business Partnering

As a purpose-led company, Unilever is committed to doing business in a manner that improves the lives of workers across our value chain, their communities and the environment. Unilever expects its business partners to adhere to values and principles consistent with our own.

This Code Policy sets out responsibilities of employees who engage with third parties.

Our requirements for third parties are set out in the [Responsible Partner Policy \(RPP\)](#) which governs both our Responsible Sourcing Programme for suppliers and our Responsible Business Partner Programme for distributors, customers and other parties.

Unilever could face legal and reputational liabilities if third parties fail to comply with these requirements.

The RPP outlines the fundamental principles and mandatory requirements that third parties must meet.

The team responsible for setting the standard of this policy is the Global Sustainability Team with the governance of and compliance with the Policy owned by the Business Integrity team.

## Musts

[Employees](#) who contract and / or work with Unilever's third parties **must**:

- Read and understand the RPP and consult their Line Manager and / or the relevant responsible teams if they have any questions
- Ensure that all our third parties are subject to our RPP policies and controls. This includes adequate and timely onboarding, contracting and monitoring (including verification and remediation where necessary)
- Ensure that all our agreements with suppliers (inclusive of MSAs, UPAs, CTCs, POs\*) and distributors and customers (including DOs\*), to the extent required by our internal controls, include contract clauses that specify that the business partner must acknowledge that they can meet the requirements of our RPP as a condition of engagement
- Notify their Line Manager and the relevant responsible team if they know or suspect that third parties are not meeting relevant RPP requirements or if they are performing contrary to the agreed contractual terms
- Ensure that any selection, shortlisting or tendering processes for new third parties consider their compliance with the RPP

## Must nots

Employees who contract and / or work with Unilever's third parties **must not**:

- Agree to any contractual changes or exclusions with respect to the RPP without consulting their Legal Business Partner and in respect of the RPP, prior written authorisation from the Responsible Business team
- Continue transacting with third parties that have been declared as not compliant with the RPP unless a dispensation or exemption is provided by the Responsible Business team or when they have been identified on the Prohibited Third Parties list



\*Footnote: Master Service Agreements, Unilever Purchase Agreements, Commercial Terms Contracts, Purchase Orders, Distribution Orders.