# Commitment letter on Corporate Social Responsibility (CSR)

# city of Kyiv "\_\_" \_\_\_\_202\_

# **Introduction**

Being part of BNP Paribas Group, JSC "UKRSIBBANK" (hereinafter - the Bank) guarantees the implementation of a responsible procurement policy and expects its Suppliers to comply with the fundamental principles in the field of CSR outlined in the present document.

# I. CSR Obligations of the Bank

The Bank guarantees compliance with the key principles of the company's sustainable development.

Sustainable development is based on 4 components: economic, social, civil and environmental responsibility.

Economic responsibility means financing of activities that contribute to economic and social development.

Social responsibility is a proactive, voluntary way to make changes necessary to solve the problems of the external environment in the conditions of the economic and financial crisis.

Civic responsibility consists in being a "corporate member of society", which contributes to the promotion of sustainable, harmonious development of the entire society.

Environmental responsibility is the awareness that, being a major player in the global economy, BNP Paribas Group (and the Bank as part of BNP Paribas Group) plays an important role in environmental protection.

# **II.** Obligations of the Bank regarding responsible procurement policy

# 1. A responsible approach to the selection process

The Bank ensures and supports the creation of conditions for fair competition and equal treatment of its Suppliers during tenders and contests.

# 2. A conscientious treatment of Suppliers when conducting financial settlements with them

The Bank seeks to avoid accumulating debts to its Suppliers. The Bank ensures compliance with the terms of payment for delivered goods, services rendered, and work performed within the terms established by the regulation and the relevant contracts, provided that the Suppliers provide goods or services in accordance with the terms of the concluded contracts, regardless of the Supplier's market status/position.

#### 3. Reducing the Bank's dependence on Suppliers

The Bank seeks to diversify its sources of procurement/supply in order to avoid giving Suppliers the status of a monopoly.

# 4. Cooperation of the Bank with Suppliers in the field of CSR

The Bank informs Suppliers about implemented initiatives in the field of CSR (in particular, rational consumption of energy resources, water, paper, etc.), as well as about projects aimed at improving the social sphere (working conditions, elimination of discrimination, impact of activities on society as a whole). According to the agreement with the Suppliers, the Bank participates (including providing informational support) in the Suppliers' projects on the implementation, application and development of the main principles of CSR.

# III. Obligations of Suppliers in the field of CSR

# 1. Recognition of the Bank's ethical standards

- a) The supplier is prohibited from using any dishonest/corrupt practices in order to win the tender/competition and sign the contract. Any participation in such actions by a Bank employee is unacceptable. In particular, the Supplier is prohibited from making any gifts, donations, invitations or providing other benefits in monetary or other form, which would be contrary to the Bank's internal rules, which are set out below.
- b) If the Supplier acts as an advisor or intermediary between the Bank and the final Supplier, it is prohibited to accept any type of compensation (in monetary or other form) from the final Supplier during the period of validity of the contract concluded between the Bank and the final Supplier, except in cases of written consent of the Bank.
- c) The Supplier is obliged to adhere to the principles according to which any invitations to individual meetings should be intended only to give the Bank an opportunity to get better acquainted with the Supplier's goods and services. It is strictly forbidden to offer the Bank employees invitations to events of an entertainment nature, and during the tender/competition, individual visits to Suppliers and business lunches with them are prohibited.

Outside of the tender/competition period, Suppliers are prohibited from giving any gifts to Bank employees if the value of one gift exceeds the equivalent of 30 Euros.

### 2. Working conditions and safety

The supplier undertakes to provide productive and properly paid work for its employees with the provision of safe working conditions and social guarantees provided for by the current legislation of Ukraine. The supplier provides equal rights and opportunities for men and women among its employees.

The supplier undertakes to provide its employees with workplaces in compliance with safety rules and occupational health and safety regulations.

### 3. Child labour

The supplier undertakes to comply with the current legislation of Ukraine, which stipulates the minimum age at which a person can become a participant in labour relations. The supplier does not hire employees under the age of 16, except for special cases regulated by the current legislation of Ukraine.

# 4. Fight against forced labour

The supplier undertakes not to use forced or bonded labour. According to the definition of the International Labour Organization, "forced or compulsory labour means any work or service, the performance of which is required of any person under threat of punishment / fine, and which is not performed by such a person on a voluntary basis." The Supplier undertakes to take measures aimed at the immediate and complete elimination of the practice of forced or bonded labour.

# 5. Prevention and countering of discrimination

The supplier undertakes to exclude any form of discrimination, not to reject people or give them an advantage depending on their race, skin color, gender, religion, political views, national or social origin, which violates the principle of equality for all, in particular when recruitment, distribution of work duties and performance of work. The supplier is obliged to respect the rights of employees with disabilities (disabled) in accordance with local legislation.

# 6. Environmental protection and the fight against pollution

The supplier is obliged to minimize the impact of its activities on the environment, control the consumption of the water resources, energy, raw materials, develop environmentally friendly technologies and establish measures to reduce greenhouse gas emissions. The supplier guarantees compliance with the current legislation of Ukraine in the field of environmental protection, including in terms of waste management (sorting and disposal of waste, cleaning of liquid waste and used water, etc.). The supplier undertakes to pay due attention to environmental protection issues, i.e. to use energy-saving technologies, to train employees on environmental protection issues, to ensure waste disposal, to participate in projects to implement initiatives aimed at ensuring environmental protection, etc.

#### 7. Informing on CSR issues

The supplier undertakes to inform the Bank about the projects in the field of CSR, including inviting the Bank to participate in such projects. Also, the Supplier undertakes to inform about problems/violations that arose during the implementation of initiatives/projects in the field of CSR. The supplier agrees to verify compliance with the obligations set forth in this document.

#### **IV. Other provisions**

1. Evaluation of the Supplier's activities in the field of CSR is carried out at the tender stage, based on this commitment letter inclusively.

2. Every six months, the Bank may assess the activities of the Suppliers in the field of CSR, within the framework of which the Bank has the right to initiate a review of the fulfilment of the obligations set forth in this document. Upon receiving information (from any source available to the Bank) about violations committed by the Supplier, non-compliance with the obligations assumed in the field of CSR and the Supplier's refusal to eliminate the identified violations, the Bank has the right to initiate the termination of the contract concluded with the Supplier in accordance with the terms of such a contract.

**3.** By signing the letter of commitment, the Supplier confirms that he has familiarized himself and undertakes to comply with the requirements set forth in the CSR Supplier Charter of JSC "UKRSIBBANK" at the link <a href="https://ukrsibbank.com/wp-content/uploads/Other/ukrsibbank-suppliers-csr-charter.pdf">https://ukrsibbank.com/wp-content/uploads/Other/ukrsibbank-suppliers-csr-charter.pdf</a>

4. The commitment letter is drawn up in two original copies, one each for the Supplier and the Bank.

# V. THE SIGNATURES AND SEALS OF AUTHORIZED REPRESENTATIVES OF THE BANK AND THE SUPPLIER

THE SUPPLIER (name)	JSC "UKRSIBBANK"
Signature Name and position	Signature Name and position
The seal _	The seal