

Schiphol Group Supplier Code

Schiphol Group is a business that conducts its operations in a socially responsible manner, consciously weighing the people, planet and profit aspects. Corporate Responsibility is crucial to both our future resilience and our day-to-day business operations. Our ability to assume our social responsibility depends on close cooperation with our suppliers. After all, Corporate Responsibility includes the entire chain.

As the airport operator, Schiphol Group plays the leading role. It directs the activities at the Schiphol location and has indirect control over the activities of third parties. Within this context, Schiphol Group requires its suppliers and other contract partners to make the necessary efforts in order to communicate and uphold Schiphol's standards of conduct. Integrity is the foundation of Corporate Responsibility.

This Supplier Code provides a detailed explanation of what Schiphol Group expects from its suppliers in terms of integrity and Corporate Responsibility.

I. Integrity

1. Compliance with legislation

Schiphol Group expects its suppliers' business practices to conform to relevant legislation and this Supplier Code. The supplier will also ensure that any third parties it brings in will likewise adhere to this legislation and Supplier Code.

2. Anti-corruption

The supplier will not engage in corruption, exploitation or misappropriation of any nature whatsoever. The supplier will comply with relevant anti-corruption legislation – including but not limited to – the *United States Foreign Corrupt Practices Act (FCPA)* and the *(UK) Bribery Act*.

3. Contacts with Schiphol Group employees

Schiphol Group expects its suppliers to adopt an extremely reticent approach to contact with employees of Schiphol Group that transcends the business relationship. Specifically, this comprises the following standards of conduct:

- a. The supplier and Schiphol Group employee should avoid a (seemingly) dependent position as a result of mixing business with private interests;
- b. The supplier and Schiphol Group employee are not permitted to either assign or carry out private assignments for one another or otherwise conduct private business with each other;
- c. The supplier will exercise great restraint not only in offering gifts to Schiphol Group employees but also with respect to company visits and events, and will do so only if a clear business relationship exists.

4. Sponsoring

Schiphol Group follows a strict policy regarding sponsoring and donations. The supplier will exercise great restraint in offering sponsoring to Schiphol Group on the one hand, and accepting it on the other, and will do so only if a clear business relationship exists. The supplier will not under any circumstance privately sponsor employees of Schiphol Group.

II. Corporate Responsibility

Corporate Responsibility is an integral part of all Schiphol Group activities, projects and plans. Schiphol Group distinguishes five Corporate Responsibility themes that it addresses at the strategic level:

1. Sustainable employment. We develop the Mainport and the regional airports in an economically healthy way through the proper alignment of education and the labour market and a sufficient supply of motivated people from various backgrounds;
2. Accessibility and air quality. We strive for clean and less road traffic to, from and at the airports. This means advocating clean means of transport, for example;
3. Climate-friendly aviation. We reduce CO₂ emissions and generate energy in a sustainable manner;
4. Raw material scarcity. We practice responsible use of energy and materials;
5. Noise and the local community. Schiphol aims to be an engaged and reliable neighbour. We contribute actively to ensuring the region is an attractive area in which to live and work.

Corporate Responsibility is an important criterion of Schiphol Group's purchasing processes. Consequently, we expect our suppliers to do business on the basis of respect for people and the environment, and make demonstrable efforts to achieve social and environmental improvements. The purchasing policy sets out frameworks and regulations for purchasing activities. The underlying contracts contain specific agreements. It is crucial that partners in the chain call each other to account. Corporate Responsibility thrives on a critical, constructive dialogue. Schiphol Group is actively engaging in this dialogue and welcomes inspiration from its suppliers' concrete plans, initiatives and innovations related to Corporate Responsibility.

III. Reporting and investigating abuses

1. Reporting procedure

Schiphol Group expects its suppliers to report instances of careless, unethical or corrupt business practices, or any (other) suspicion of an abuse as referred to in this Supplier Code:

- via the contact person at Schiphol Group, or
- via Schiphol Group's Integrity Committee, which handles reports carefully and confidentially (integriteitscommissie@schiphol.nl).

2. Investigations

Schiphol Group expects its suppliers to cooperate with investigations related to reports of (suspected) violations of this Supplier Code, as well as periodic investigations to verify compliance with this Supplier Code. The supplier will provide Schiphol Group, or other parties

it assigns to the investigation, all of the data and information reasonably required for the investigation.
