



SUSTAINABLE PROCUREMENT POLICY

We, 'SpotonCoatings Private limited', India's largest release paper and release film manufacture Indian organization; aims to become a global supplier for our product in the global emerging market. We have enhanced our pillars of competitiveness, ethics, sustainability, QHSE Compliance, while also improving economic and social conditions of the organization. As an organization, we are committed towards social impact and strive for sustainability across every function, including sourcing and procurement.

In line with our commitment, we have developed a Sustainable Procurement Policy, which is an extension of our values and is applicable to all suppliers.

Through this procurement policy, we intend to make our operations more sustainable by having various initiatives. The core element for the policy will be as below.

ENVIRONMENT:

We are committed to;

- ✓ Lead, promote and maintain environmentally responsible practices for the benefit of our customers, employees and the communities in which we operate by supporting pollution prevention and reducing waste.
- ✓ Optimize the use of natural and other resources like paper, water and energy by various tools and means like – Objectives – Audits – Internal review etc.
- ✓ Define the objective includes the concept of Reduce, Reuse and Recycle.
- ✓ Equip employees with the awareness, information, instructions, and supervision skills needed for safe working, quality of operation and sustainable environmental management.
- ✓ Procurement of the core resources like paper from the vendor certified for sustainable programs and compliances like FSC.
- ✓ Sustainable procurement for utilities and engineering items considering the life cycle perspective, considering the concept of resource management for the span of cradle to grave.
- ✓ Compliance of all applicable statutory and regulatory requirements, including those applicable to all external providers (including suppliers and service providers).
- ✓ Dispose our waste to the authorized recycler; waste paper we sell to paper recycler and plastic waste we sell to plastic recycler. We don't use single use plastic, as per local government guidelines. We do not have raw water consumption for the industrial purpose, hence there is no industrial waste water generation

STAKEHOLDERS:

We are committed to;

- ✓ Periodic review for the management system implemented at our organization and continual improvement for the same against the defined goals and objectives applicable to all respective processes, that mainly includes overall Sustainability, QHSE requirements and applicable statutory and regulatory requirements applicable to all interested parties, including suppliers and service providers.
- ✓ Define the effective communication system with our external interested parties; including customers and vendors, to understand their needs and expectations including their issues towards sustainability and supply chain & to improve the same with mutually discussions and required actions, as needed.
- ✓ Define the Employee code of conduct and effective communication with all employees.
- ✓ Implementation of transparent system to get the feedback from any of the interested parties to raise the issues pertaining to breaching for code of conduct, review mechanism for such breach and actions to prevent for re-occurrences.
- ✓ Periodically review the policy to ensure that it continues to help us move towards our vision.

**SCOPE:**

- ✓ We as top management are having direct control of procurement of core elements as Raw material like Paper & chemicals, Manufacturing machines and utility equipment.
- ✓ For Raw material like Paper & chemicals, we are depended on the global suppliers like 'DOW chemicals' and 'Starkraft' 'UPM', who are global leaders having benchmarking in the sustainability. They communicate their status of sustainability via their websites and other means. We periodically review for the same and this is how we are ensuring our sustainable supply chain.
- ✓ We always prefer to have FSC and PEFC compliance for our paper suppliers.
- ✓ We do not have any outsource activity pertaining to our scope of product manufacturing, hence we have overall control over the life cycle of the product.
- ✓ We have ratio of Export and Domestic business as 20/80.
- ✓ Our global customers are emphasizing the needs to sustainability in the supply chain and that is the driven force to achieve the compliance for sustainability
- ✓ We preferred to have customer-oriented process for product delivery that includes transportation on their end, we provide our input for effective domestic transportation that includes –
 - Only large quantity cargo in individual vehicle
 - Shortest possible transport routes
 - Joint cargo with courier services for small quantity
 - Customer pick up for nearest customer

2025 Sustainability Goals:

We want to keep forward towards to a more sustainable society. The initial stage of our sustainability journey is underway with these ambitious goals for 2025. Along with our like-minded partners and collaborators, we are committed to advancing the well-being of humanity.

- ✓ Verification of carbon footprint and GHG accounting till Mar 2025
- ✓ Conduct the ESG reporting till Mar 2025
- ✓ External certification for FSC till August 2025

Sustainable procurement performance improvement is a continuous process and recognizes the contribution of our suppliers in our journey to become more sustainable.

Various policies including Supplier Code of Conduct, Employee code of conduct is available in our website for review. External interested parties can contact us directly if found any breach against our policies and also, they can provide their feedback for further improvement at info@spotoncoating.com

Vimal R. Patel

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