



## Supplier Code of Conduct - Environmental and Social

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## 1. Introduction

Cassava Technologies (“the Group”) has a responsibility to ensure that our business practices are conducted according to local and international laws and adhere to the highest levels of ethical and moral conduct, and this extends to our suppliers, contractors, and service providers (collectively referred to as our ‘business partners’). This Supplier Code of Conduct (“the Code”) guides the Group and its business partners to adhere and comply with international standards such as the IFC Performance Standards and the Core Conventions of the International Labour Organisation (ILO).

It further sets out our approach, extended to our suppliers, to ethical and sustainable business practices and aims for the highest ethical conduct. It outlines our commitment to respect and promote human rights and fair workplace practices, including equal opportunities, environmentally sustainable business activities, and a zero-tolerance policy to bribery and corruption.

Cassava expects our operating companies and their suppliers to embrace this commitment to integrity by complying with and training its employees, contractors and subcontractors on the Code. The Supplier Code of Conduct defines minimum standards that our business partners, their employees and subcontractors must respect and adhere to when conducting business with the Group.

This Code is not intended to change or replace any specific contractual or legal requirements. Rather, establishes the basic principles for business conduct we expect from our business partners. If a contract between any of our operating companies and their business partners, or local laws and regulations, contain stricter or more detailed requirements than we expect our business partners to meet the stricter or more detailed requirements.

### 1.1 Compliance Verification

The Group has the right to verify our business partners compliance with the Code by performing audits or other assessments of their facilities, records and business processes. Any violation of the Supplier Code of Conduct may result in disqualification and the termination of our business relationship with a supplier. This Code encompasses key requirements across four different areas:

- Business Ethics and Compliance.
- Labour and Human Rights.
- Health, Safety and Environment.
- Management Systems.

## 2. Business Ethics and Compliance

### 2.1 Anti-Fraud and Zero Tolerance

We expect our business partners to conduct business in accordance with the highest ethical standards and require the same commitment throughout their own supply chain, and also comply with all relevant

regulations, legislation, government approvals and international treaties, including, but not limited to, laws and acts relating to corrupt practices, the environment and sustainability.

Business partners shall demonstrate a zero-tolerance policy prohibiting fraudulent activities, including but not limited to fraud and money laundering. This may be defined as the use of deception with the intention of obtaining an advantage or avoiding an obligation from/towards the Group or the legislative environment in which they operate, or causing a loss to the Group. All business dealings should be transparently performed and accurately reflected within the business books and records. The Group expects its suppliers to choose their suppliers / business partners carefully and only after conducting a thorough background check could those suppliers / partners be further considered.

Should unethical conduct be identified, business partners are expected to deal appropriately with the respective employees or subcontractors, or affiliates from a consequence management perspective. Business partners shall protect and not share any confidential and/or proprietary information of the Group unless authorised to do so by written agreement or compelled to do so by law.

## 2.2 Anti-Bribery and Corruption Policy

Business partners and their employees must never, directly or indirectly through intermediaries, offer bribes, donate gifts or make any financial contributions, payments, remuneration, gratuities, donations or comparable benefits to the Group employees, or any directors, shareholders, or any other person or entity associated with the Group including public officials. In addition, business partners are also not to promise any personal or improper advantage which is intended, or may be perceived to be an attempt to influence such a person or to otherwise gain an unfair advantage in order to obtain or retain business, whether public or private.

Business partners will not pay or accept bribes and facilitation payments, arrange, or accept kickbacks and shall not take any actions to violate, or cause its own suppliers to violate, any applicable antibribery laws and regulations. Business partners and their suppliers must ensure compliance with the Group Anti-Bribery and Corruption policy and any other relevant documents that set out rules of engagement.

Business partners, commit that to the best of their knowledge neither they nor any of its affiliates and/or employees are or have been subject convicted or charged with any crime involving public corruption nor are / have been the target or subject of any criminal investigation involving public corruption or other criminal wrongdoing. The Group expects all business partners to annually certify their on-going compliance with their obligations relating to the Anti-Corruption Laws and Anti-Bribery Laws.

## 2.3 Conflict of Interest

Business partners shall avoid the appearance of or actual improprieties or conflicts of interests and shall not deal directly or negotiate work related activities with any Group employee whose spouse, domestic

partner, or other family member or relative holds any financial interest in the Supplier, without making it known to the Group in advance.

Business partners confirm that they will not conduct themselves in a manner that could bring the Group and any director, shareholder, employee or any other person or entity associated with the Group into disrepute or cause any reputational damage or potential reputational damage to the Group. We expect business partners to declare any potential conflict of interest upfront when dealing with the Group. If such conflict is undeclared and identified later, it will be treated as a breach of this Code.

## 2.4 Receiving of Gifts and Benefits

Cassava expects its own employees and the employees of our business partners to comply with the Group's Gifts and Hospitality Policy at all times. Business partners shall not offer any gifts to the Group employees, even a well-intentioned gift might constitute a bribe under certain circumstances or create conflicts of interest. The Group expects its business partners to not offer anything of value to obtain or retain a benefit or advantage for the giver, and do not offer anything that might appear to influence, compromise judgment, or obligate the employee.

## 3. Labour and Human Rights

Cassava expects its business partners and their suppliers to respect the fundamental employment rights set out in local laws and regulations, international conventions of the United Nations (UN), the International Labour Organization (ILO), the Organization for Economic Cooperation and Development (OECD) and the UN Global Compact initiative.

### 3.1 Freely Chosen Employment

Forced, bonded, or indentured labour or involuntary or prison labour will not be utilised by the Group or its operating companies. Nor will the Group approve the use of workers whether local or foreign, to remain in employment of our business partners for any period of time against his or her will and expect them to enforce the same principles to their own supply chain.

### 3.2 Child labour and young workers

Business partners shall employ workers who meet the applicable minimum age requirement and not tolerate any form of child labour. In countries where we operate, Cassava is committed to not employ, whether directly or indirectly via our business partners, any human resource below the country-specific acceptable legal age for employment, nor the age established for completing compulsory education.

Business partners also warrant to share their commitment with their own employees, partners, sub-contractors, and suppliers involved in the provision of services and / or products to the Group.

### 3.3 Non-Discrimination and Fair Treatment

Cassava expects its business partners to not tolerate any form of discrimination and/or harassment and shall provide their employees with a workplace free of harsh and inhumane treatment, including sexual harassment, sexual abuse, corporal punishment, or torture, mental or physical coercion or verbal abuse of employees, or the threat of any such treatment. Examples of discrimination include but are not limited to discrimination based on race, colour, religion, sex, marital status, pregnancy (except where required by applicable laws or regulations or prudent for workplace safety) and any other characteristic protected by local law, as applicable.

Business partners are expected not to unfairly terminate any employment contractor without clear evidence specifying that the termination of an employment contract, in relation to the working performance of an employee, is permitted by law.

### 3.4 Wages, Benefits and Working Hours

Business partners must ensure that its employees work in compliance with all applicable laws and mandatory industry standards pertaining to regular working hours, overtime, work breaks, rest periods, holidays, and maternity and paternity leave. Business partners are also to ensure that employees receive at least the minimum compensation, benefits and overtime payments required by law.

### 3.5 Freedom of Association

If permitted by applicable law, business partners shall grant its employees the right to associate, organise and bargain collectively. Business partners shall respect the rights of workers, as set forth in local laws and regulations, to associate freely, join or not join labour unions, seek representation and join workers' councils. Workers shall be able to communicate openly with management regarding working conditions without threat of reprisal, intimidation, or harassment and ensure that workers are free to express their views about their workplace conditions without fear of retribution or employment terminated.

## 4. Health, Safety and Environment

Cassava expects its business partners to take responsibility for the health and safety of their employees, contractors, migrant workers, and seasonal labourers, and to act in accordance with the applicable statutory and international standards regarding environmental protection in order to minimize adverse environmental impacts and make continual improvements in environmental protection.

### 4.1 Workplace Environment

Business partners shall provide their employees with a safe and healthy working environment. As a minimum, potable drinking water, adequate lighting, temperature, ventilation, sanitation, and personal protective equipment must be provided together with equipped workstations, where applicable.

Business partners to also ensure that neither the staff, personnel, contractors or agents or the Group's own employees nor any third party's health and safety at operational sites are endangered in any way by the business partner's activities or conduct while supplying, installing, testing and/or conducting maintenance. In addition, facilities must be constructed and maintained in accordance with the standards set by applicable local laws and regulations.

#### 4.2 Emergency Preparedness and Response

Business partners must identify, assess and be prepared for emergency situations when conducting services or providing products to the Group. This includes worker notification and evacuation procedures, emergency training and drills, appropriate first-aid supplies, appropriate fire detection and suppression equipment, and adequate exit facilities. Business partners shall regularly train employees on emergency planning, responsiveness as well as medical care.

#### 4.3 Environmental Authorisations, Permits and Reporting

Business partners must obtain, maintain and follow the reporting guidelines of all applicable environmental permits, licences, approvals and registrations. Where required by the Group, business partners will be required to provide proof of environmental certification, authorisations or permits as required by the local environmental authorities.

#### 4.4 Resource Consumption, Pollution Prevention and Waste minimization

Business partners shall optimise their consumption of natural resources, including the use of energy and water. Business partners shall implement and demonstrate sound measures to prevent pollution and where possible minimise generation of solid waste, wastewater, and air emissions. Any waste, wastewater, or emissions with the potential to adversely impact human or environmental health must be appropriately managed, controlled and treated prior to release into the environment.

Where required by the Group, business partners shall support the Group in its efforts to reduce its environmental impact, through joint programmes, reporting, packaging and raw material optimisation, green procurement programmes, and any similar collaborative requirements.

#### 4.5 Hazardous Materials and Product Safety

Business partners must identify hazardous materials, chemicals and substances, and ensure their safe handling, movement, storage, recycling, reuse and disposal. All applicable local laws and regulations related to hazardous materials, chemicals and substances shall be followed. Business partners shall comply with material restrictions and product safety requirements set by applicable local laws and regulations.

## 5. Management Systems

### 5.1 Personal Information

Business partners may have access to confidential and/or proprietary information and personal information that belongs to the Group, the Group's employees, customers, and others. Business partners should recognise such information and take appropriate actions to protect it from misuse and improper disclosure. Business partners should not solicit or attempt to solicit any confidential information from the Group or any of its operating companies. Business partners, their employees, affiliates, agents, and their subcontractors must ensure that they are, at all times, in compliance with local laws and regulations regarding data protection, confidentiality and any associated consumer protection regulations / laws.

### 5.2 Risk Management and Security

Cassava expects its business partners to have adequate processes in place to identify, assess and manage the environmental, health and safety, labour and human rights, ethics and legal compliance risks associated with their operations and have appropriate procedural and physical controls to control such risks and ensure regulatory compliance. Should any of these risks be identified, business partners are required to disclose to the Group in a timely manner, any situations which may arise and compromise the above.

### 5.3 Commitment and Accountability

Business partners are encouraged to have corporate social and environmental policies and management plans, as applicable, endorsed by executive management. These should affirm Supplier commitment to fulfil the expectations set forth in this Supplier Code of Conduct by allocating appropriate resources. If a business partner does not have the necessary systems and/or procedures in place, Cassava will require adherence to the Group or respective operating company's management systems.

### 5.4 Documentation and Record Management

Business partners are required to have adequate policies, procedures and processes for the creation and maintenance of documents and records designed to ensure conformity to this Code. This documentation may be required to be reviewed by the Group, at its discretion, but at a time and place that would be mutually agreed as reasonable. The Group reserves the right to audit or investigate business partners' compliance with this requirement, and with all relevant regulations, legislation, government approvals, licenses, certifications and any other applicable local laws and requirements.

### 5.5 Business Continuity

As a Group we expect our business partners to conduct their business in accordance with good industry practices on business continuity and disaster recovery policies. Business partners and their



subcontractors shall maintain and document the business continuity and disaster recovery plans and ensure that they are able to execute and comply with such plans at all times.

## 5.6 Reporting Requirements

Cassava annually produces internal and external reports that require information and data relevant to our business partners and their own suppliers. As part of the procurement process business partners will be made aware of any annual reporting requirements, include but into limited to environmental resource data, human resources information, internal and external monitoring of governance practices and social upliftment initiatives.

## 5.7 Continuous Improvement

Business partners should periodically evaluate conformity to the standards set out in this Code and maintain and continuously improve their sustainability performance by implementing appropriate measures to their products and services.

# 6. Violations

Cassava's business partners, their employees, and extended supply chain must comply with this Code of Conduct and any additional requirements set forth by the Group. If a supplier comes across any violations of this Code, they are required to inform the Group or relevant operating company via one of the following reporting mechanisms, with total anonymity guaranteed, as the line is operated by Deloitte.

All reports are investigated, and we guarantee that no business partners will be prejudiced in any business dealings should reports be made in good faith.

## 6.1 Reporting of Violations or Miss Conduct

Relevant stakeholders can report any violation or miss conduct using one or more of the following methods:

- Verbally via the Procurement and or Project Team
- The whistleblowing hotline managed by Deloitte at [ethics@cassavatechnologies.com](mailto:ethics@cassavatechnologies.com) / [cassava@tip-offs.com](mailto:cassava@tip-offs.com) / [www.tip-offs.com](http://www.tip-offs.com) / or +27 31 571 5307
- 'Expose It', a mobile phone app available in major app stores.
- Confidential e-mail to the Group Audit, Risk and Forensics' (GARF) department at [ethics@liquid.tech](mailto:ethics@liquid.tech)
- Direct engagement with the GARF team at +27 11 585 1352.