

Ethical Procurement Policy

2024

EgonZehnder

Introduction

Egon Zehnder is the world's preeminent leadership advisory firm, inspiring leaders to navigate complex questions with human answers. As such, we are committed to ensure that all our interactions with clients, candidates, employees, and suppliers reflect our values. Egon Zehnder is committed to operating as one firm in a way that is both socially and environmentally responsible and to making a difference for our planet and in our communities. This commitment extends to the goods and services we purchase and to the choice of suppliers with whom we work.

2021 marked Egon Zehnder's first year as a carbon-neutral company and we have publicly committed to reducing our Scope 1, 2 and 3 carbon emissions by 25 % by 2024. Since December 2023, Egon Zehnder is a member of the UN Global Compact. As such, we uphold the fundamental conventions of the ILO and have made public our commitment to doing business in a sustainable and socially responsible manner.

Through this Ethical Procurement Policy, we intend to make our operations more sustainable. With regard to our global contracts, Egon Zehnder is committed to:

- Setting objectives and action plans in support of this policy and pursuing continuous improvement of the impacts associated with our supply chain. Egon Zehnder is committed to assessing 15% of our suppliers with global contracts on sustainability by 2030
- Giving preference to suppliers that meet robust third-party social and environmental certification criteria or have identified and articulated a pathway to improving suppliers' own environmental footprint and performance as a responsible supplier
- Inviting suppliers to maintain an open dialogue to continuously search for better environmental and/or social solutions in supplier agreements
- Communicating this policy with internal and external stakeholders and raising awareness among our suppliers

We hold our suppliers to the same high standards of social and environmental responsibility that we hold ourselves, including but not limited to:

1. Acting ethically and with integrity

- Compliance with requirements of all applicable bribery and anti-corruption laws
- Suppliers must not offer or accept any gifts to obtain improper advantages or influences for them, Egon Zehnder, or any third party
- Non-retaliation for reports of concern

2. Maintaining data privacy and security

- Compliance with applicable data protection laws and security of confidential assets and information

3. Embracing inclusion and diversity

- Non-discrimination and workplace diversity
- Supplier diversity

4. Ensuring fair employment and wages

- Compliance with all applicable local wage, benefit and hour labor laws and regulations

5. Reducing environmental impact

- Reduction of GHG emissions and energy
- Water and waste management
- Responsible chemical management
- Protection of biodiversity and avoidance of deforestation

6. Ensuring safety, well-being, and health

- Compliance with applicable laws
- Prohibition of any form of modern slavery and human trafficking
- Zero tolerance of any form of human rights violations

Detailed guidelines on supplier sustainability are captured in our [Supplier Code of Conduct](#). During the supplier selection process, all suppliers with a contract value of more than 500,000 CHF will be required to demonstrate compliance with our Supplier Code of Conduct, either via a self-assessment questionnaire or available public statements. Suppliers may be asked to re-affirm compliance with the Supplier Code of Conduct periodically.

Actual, or suspected, material violations of our Supplier Code of Conduct by a supplier or any other severe violations potentially harming our clients, employees or Egon Zehnder as a firm should be raised to the relevant Egon Zehnder contact or via [this link](#).



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In implementing the Ethical Procurement Policy Egon Zehnder:

- a. Assigns responsibility for the Ethical Procurement Policy to the Head of Alliances and Procurement as delegated by the CEO
- b. Monitors the application of the policy as per the defined commitments
- c. Reviews and revises the policy and standards on an annual basis
- d. Communicates policy details to all employees and ensures they are available via our intranet