



Participation Announcement

ART. 1 – SUBJECT

The Sofidel Group is committed to be responsible for its corporate management by directing all the activities and decision-making processes, being in line with the sustainable development objectives shared by the whole Group.

In this context, in order to promote the ethical and responsible management of the supply chain, the Group assigns the “SOFIDEL SUPPLIERS SUSTAINABILITY AWARD” to the most sustainable Suppliers considered fundamental business partners for the achievement of its own strategy.

The “SOFIDEL SUPPLIERS SUSTAINABILITY AWARD” is addressed to the Group Supplier Companies that stood out for their sustainability standards in responsibly managing the whole supply chain.

ART. 2 – PURPOSE

The “SOFIDEL SUPPLIERS SUSTAINABILITY AWARD” claims to be a yearly acknowledgement to promote the best practices and improvement actions on social and environmental responsibility, carried out by national and international Suppliers of the Sofidel Group.

ART. 3 – PARTICIPATION REQUIREMENTS

Admission criteria to the announcement are:

- Being active national or international Suppliers of the Sofidel Group.
- Having completed or maintained the “TenP – Sustainable Supply Chain Self-Assessment Platform” self-assessment questionnaire (renamed “TenP Paper” in 2021 and integrated by Sofidel on SAP Ariba) in the three-year period 2019-2021, developed in collaboration with the Global Compact Network Italy (GCNI) of which Sofidel is a “Promoting Founder” member.

The “TenP Paper” self-assessment was built with reference to the Ten Principles of the United Nations Global Compact in the four areas of sustainability (human rights, labour, environment, and anti-corruption) and the most up-to-date international culture in the field of social responsibility business. Suppliers, on the

basis of completing a questionnaire, obtain a score between 0 and 100 and are divided into three categories (red, yellow, green), in line with the monitoring and evaluation system of sustainability performance. The red category identifies suppliers with an overall average result in the four areas of sustainability (human rights, labour, environment, and anti-corruption) of less than 50%. The yellow category is made up of companies that have achieved an overall average result between 50% and 79%. Finally, the green category is made up of companies that have achieved an overall average result of 80% or more.

ART. 4 – AWARD CATEGORIES

The “SOFIDEL SUPPLIERS SUSTAINABILITY AWARD” is divided into three (3) categories.

CATEGORY 1: “THE BEST SUPPLIER” – It will be assigned to companies reaching the best score according to the “TenP Paper” platform questionnaire. The award will be conferred to the four best evaluated supply channels of the Group: Pulp Producer, Procurement & Purchasing, Logistics Services; suppliers in the Marketing & Sales area.

CATEGORY 2: “THE BEST IMPROVER” – It will be assigned to those companies whose score on the “TenP Paper” platform has increased significantly throughout 2021 by adopting specific procedures and/or measures in the area of social and/or environmental sustainability. The award will be granted to those best evaluated within the Group’s four supply channels: Pulp Producer, Procurement & Purchasing, Logistics Services; suppliers in the Marketing & Sales area. Furthermore, it will be required a description of the implemented improvements, together with supportive evidence of the initiatives taken.

CATEGORY 3: “THE BEST SUSTAINABILITY PROJECT” – It will be assigned to those Suppliers that have carried out particularly effective, innovative, and provable initiatives to significantly change their production processes, reducing their social and environmental impacts and adjusting their consumption patterns according to the principles of sustainability.

The prerequisite to take part in this category is to fill out the “TenP Paper” self-assessment questionnaire. For each category, the awards will be conferred according to the following distinction of Suppliers:

1. Large Enterprises, companies with an annual turnover greater than EUR 50 million, Environmental Issue.
2. Large Enterprises, companies with an annual turnover greater than EUR 50 million, Social Issue.
3. Medium-sized/Small Enterprises, companies with an annual turnover lower than EUR 50 million, Environmental Issue.
4. Medium-sized/ Small Enterprises, companies with an annual turnover lower than EUR 50 million, Social Issue.

ART. 5 – PARTICIPATION ARRANGEMENTS

Participation in the “SOFIDEL SUPPLIERS SUSTAINABILITY AWARD” is free.

The presentation of the applications must take place, in its entirety, in the period between 10.00 am on 06/30/2021 and 1.00 pm on 11/11/2021 for the category "The Best Sustainable Project" and between 10.00 am on 06/30/2021 and 1.00 pm on 10/11/2021 for the categories "The Best Improver" and "The Best Supplier".

For Category 1 and Category 2, active suppliers who have completed the questionnaire of the “TenP Paper” platform after 01/01/2018 will be able to compete, after registering for the Award. If the completion took place before the date indicated, you will need to complete the self-assessment questionnaire again.

For suppliers wishing to compete, it will be possible to submit their application in the following ways:

1. Access the site: <https://sustainable-procurement.sofidel.com/en>
2. In the “[3SAward](#)” section, download the notice for participation in the “Sofidel Suppliers Sustainability Award” event.
3. In the “[3SAward](#)” section, complete the online participation form for the “Sofidel Suppliers Sustainability Award” event (Italian or English) for one or more Categories (“THE BEST SUPPLIER”, “THE BEST IMPROVER” or “THE BEST SUSTAINABILITY PROJECT”).
 - a. If the Sustainable Supply Chain Self-Assessment has already been carried out (which must have taken place after 01/01/2018), it will be possible to view your score by registering and accessing the reserved area of the “[TenP Paper](#)” section.
 - b. If the Sustainable Supply Chain Self-Assessment has not yet been carried out or if this took place before 01/01/2018, it will be necessary to fill in the questionnaire again by registering and accessing the reserved area of the “[TenP Paper](#)” section.

ART. 6 – EVALUATION CRITERIA

The Award of the Category 1 “THE BEST SUPPLIER” will be exclusively assigned according to the score obtained by completing the “TenP Paper” platform questionnaire. In case of an equal score, SGS evaluation (certification company that will take care of the audits) will be decisive for the award of the Prize.

The Award of the Category 2 “THE BEST IMPROVER” will be assigned referring to two evaluation criteria:

- increase of the “TenP Paper” platform questionnaire score during the three-year period 2019 -2021 (40%).
- documents proving initiatives taken to improve corporate social/environmental responsibility (60%).

In case of equal score SGS evaluations (certification company that will take care of the audit) will be decisive for the award of the Prize.

The Award of the Category 3 “THE BEST SUSTAINABILITY PROJECT” will be conferred in the indisputable view of the Technical Committee, according to the following criteria:

- innovative content of the project submitted (40%):
 - Project consistency and relevance depending on its context and compliance with Sofidel priorities.
 - Technical-financial consistency for the project realization.
- management quality, in terms of project leadership, processes definition, use of resources (20%):

- Responsibilities/skills – The person in charge plays a project-related role and has the required skills.
 - Team – The identified team has got all the essential skills for the right project management and development.
 - Processes – Context description including theoretical requirements and general information on the project.
 - Objectives – Consistency and measurability of the targets of the project.
 - Indicators – Indicators are based on information systems that are measurable, efficient, and relevant.
 - Resources – Technical, economic, and human resources have been clearly specified.
 - Milestone – All the dates of achievements are clearly defined.
- significance of effectiveness and of results achieved (40%):
- Impact (in terms of quality and quantity) of the project according to the initial context.
 - Repeatability, transferability, and scalability.

Projects in an advanced stage of development will also be evaluated, at the only decision of the Technical Committee.

Clear and complete documentation will be taken into account for a positive candidacy evaluation.

Suppliers competing in the same category obtaining an equal score will be evaluated by providing additional documentation required by Sofidel (further certification, membership in specific networks/ONLUS/institutions, sustainability awards).

ART. 7 – AWARDS

The winners of each category will receive:

- the award certificate, containing a brief evaluation of the evaluating Technical Committee, and a trophy.
- dedicated visibility and sponsorship on communication channels of Sofidel Group and on national and international magazines.
- quotation in the Sofidel Group Integrated Report.
- right to keep the logo of the award in every communication for a year starting from the date of the award.

The awarding of the winners will be held on the occasion of a public event, taking place on 6th December 2021.

ART. 8 – RESPONSIBILITIES OF THE EVALUATING TECHNICAL COMMITTEE

The evaluating Technical Committee is composed of:

- Global Compact Network Italy Foundation
- Sodalitas Foundation
- SGS
- WWF Italy

for a total of four (4) members representing their organisation.

The Committee will evaluate the projects presented according to the Art. 6 and will nominate the related winners.

ART. 9 – TERMS AND CONDITIONS OF PARTICIPATION

By sending the application, the Supplier is committed to:

- accept all the norms of the announcement.
- give permission to the Technical Committee members to use the contents of the provided documentation.
- allow audits from an independent third party appointed by Sofidel Group to verify the questionnaire and the provided documentation.

ART. 10 – PRIVACY

The controller of processing carried out through the “SOFIDEL SUPPLIERS SUSTAINABILITY AWARD” is Sofidel S.p.a. The processing of personal data shall be carried out in accordance with EU Regulation 2016/67. Further details shall be indicated in the privacy notice available here <https://sustainable-procurement.sofidel.com/en>