

Sustainable Procurement Policy

Thoughtworks actively identifies and manages the **ethical, social** and **environmental** impact of its supply chain. As an organization, we are fully committed to implementing initiatives and embedding ways of working that enable us to continuously improve our sustainable procurement practices.

We expect both our suppliers and their suppliers to follow this policy. Additionally, we require all suppliers to comply with all applicable national and international laws, regulations and directives at all times.

1. Operate ethical business practices, including:

- Paying living rather than minimum wages to employees
- Complying with the ILO (International Labor Organization) standards and local labor laws, enabling freedom of association, and facilitating privacy and data protection rights of all individuals.
- Complying with national laws and any collective agreements reached regarding working hours. All overtime should be voluntary. Overtime should be used responsibly, taking into account all the following: the extent, frequency and hours worked by individual workers and the workforce as a whole. It should not be used to replace regular employment.
- Paying their own suppliers on-time and within reasonable payment terms
- Setting responsible sourcing targets and reporting against these
- Producing products that are not pirated or counterfeit, and do not infringe on the trademarks or intellectual property rights of others.
- Safeguarding their own employees and ensuring that if they engage any private or public security forces for the protection of the supplier's business, they follow all applicable laws.

2. Deliver benefits to society, including:

- Creating social value within local communities
- Building diverse and inclusive workplaces and supply chains
- Supporting job creation for underrepresented groups
- Protecting the rights of minorities and indigenous peoples
- Protecting groups at risk of forced eviction
- Promoting animal welfare
- Reducing noise emissions
- Minimizing waste across the supply chain
- Continuously improving the accuracy of supply chain emission data reporting and management.

- Prioritizing working with suppliers who actively seek to reduce the negative impact of their manufacturing operations on those most vulnerable to the effects of climate change, including those communities overburdened by environmental degradation and pollution.

3. Reduce environmental impact, including:

- Focussing on local supply chains and minimizing waste from supply chains
- Focussing on using renewable energy and conserving non-renewable natural resources
- Preserving biodiversity, land use and protecting against deforestation
- Reducing the generation of wastewater, including monitoring and treating, as needed, wastewater before it is introduced or disposed
- Committing to carbon reduction targets
- Delivering products and services that are carbon-neutral and energy efficient
- Reporting on Greenhouse gas emissions
- Using renewable energy
- improving water quality, consumption and management, improving air and soil quality,
- Managing chemical usage and waste responsibly

We recognize that improvements in sustainable procurement are continuous processes, and value the contribution that our suppliers make in our journey to become more sustainable.

For any suggestions or questions regarding our Sustainable Procurement Policy, please reach out to global-procurement@thoughtworks.com