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# Statement

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Aiming to achieve maximum efficiency and quality in our customer service, environmental impact reduction and sustainability, Normagrup Technology has established an Integrated Management System according to ISO 9001 (Quality) and ISO 14001 (Environment) requirements. This way the company is committed to comply with a number of requirements and make sure that its providers act accordingly. The requirements that apply to providers are included in the attached document. Please contact the Environmental Department in case of any doubt or questions regarding these requirements. Thank you for your cooperation.

## Quality and Environmental Policy

### 1. *Mission*

Our mission is to offer a complete range of electric material products within resilient systems, easy to install and maintain, technologically innovative and energetically efficient.

### 2. *Vision*

Our activity means a great responsibility towards our customers and that are our main objective, to give back the trust showed to us for more than forty years incorporating new technologies in order to satisfy their needs with a wide range of innovative and competitive products.

This leads us to the challenge of consolidating Normagrup Technology S.A. as one of the biggest electrical equipment manufacturers in the national territory and as a referent in Europe in the short term.

### 3. *Values*

- **Quality:** The customer is the absolute priority of our work and the quality of our products and services is always directed towards achieving their total satisfaction.
- **Learning:** It is a continuous and relentless process since our very origins that allows us to keep growing year after year.
- **Responsibility.** One of our top priorities is to keep the trust that our customers have given us along the years, a commitment that implies our continuous, ongoing improvement. This responsibility includes our commitment to comply with all legal requirements and other voluntary requirements.
- **Research:** We promote continuous development that allows us to be highly competitive and differentiate technologically with more environmentally friendly products.
- **Teamwork and continuous training:** Success in any company is based on the quality of its people, here in Normagrup Technology S.A. we bet on continuous training of our workers and especially in our R&D Department. This joins with a high tech production plant and enviable surroundings to strengthen the best in our workers.

- **Health & Safety:** We promote a preventive culture through training and optimal work conditions.
- **Community and environment:** Environment conservation is one of our primary goals. We aim to minimize our environmental impacts by complying with all legal requirements, preventing pollution and a life cycle approach that allows us to minimize all negative aspects and use new technologies and materials in order to continuously improve sustainability in our products and processes.

## Requirements applicable to our suppliers and contractors

Normagrup Technology has implemented an Integrated Management System through which undertakes thorough control of all aspects related to Quality and Environment.

This system requires the communication of our Quality and Environmental Policy and Requirements applicable to our suppliers and contractors, without whose cooperation the implementation of our environmental principles could not be guaranteed throughout the development of our activities.

Because of this we want to share with our contractors and suppliers the need for their behavior to be consistent and work the same ways that Normagrup Technology does. We would also like to inform of the capital importance of compliance with the principles depicted in our Policy as well as the requirements established on this guide in order to guarantee that their behavior keeps the highest environmental awareness standards.

**Normagrup Technology contractors can be classified as follows on the list below:**

- Raw materials, product components and accessories providers
- Providers of chemicals and other hazardous substances
- Machinery and machinery components purchase and hire
- Installations, vehicles and machinery maintenance
- Packaging material suppliers
- Waste managers and transporters
- Transportation companies
- Authorized control organisms
- Subcontracting and temporal employment companies

According to the kind of impact on the environment that the products and services supplied might have there have been established various general and specific requirements, depending on the kind of contractor.

## General requirements to contractors and suppliers

- To know and comply with national, regional and local effective environmental legislation applicable to their activities, products and services.
- To supply Normagrup Technology with any information or documentation that might be required related to the environmental aspects of their products and services.

## Specifics requirements

### RAW MATERIALS, PRODUCTS COMPONENTS AND ACCESORIES PROVIDERS

- To supply only materials that comply with the safety, quality and environmental applicable standards.
- To provide with the corresponding quality or compliance certifications of the supplied products.

### CHEMICALS AND OTHER HAZARDOUS SUBSTANCES PROVIDERS

- To supply only materials that comply with the safety and environmental applicable standards.
- To communicate to Normagrup Technology any potential environmental or health and safety risk of their products and send an updated safety data sheet of the supplied products.
- To inform Normagrup Technology about alternative substances, less harmful for environment and workers' health.
- To label chemical products containers according to effective legislation, including information about risk and hazard, safety measures and waste products and empty containers management.
- To hand Normagrup Technology all related legislative documentation applicable to the products or, else, a certificate stating that there is not such applicable legislation.
- In case of merchandise subject to ADR treaty, hand over to Normagrup Technology a copy of the Approval Certificate for the transport unit and of the driver's Formation Certificate or Special Authorization.

### MACHINERY AND MACHINERY COMPONENTS PURCHASE AND HIRE

- To inform about natural resources (energy, raw materials, fuel) usage in standard conditions of the equipment or machinery.
- To inform about the potential waste that the equipment or machinery might generate and its characteristics.
- To inform about maintenance management to be performed on the equipment and machinery. ambiental de las maquina o equipo.
- To inform about any corrective measures applied in order to reduce the

environmental impact of the equipment and machinery.

- To inform about any potential accident, malfunction or out of standard conditions (for instance start up or shut down conditions) performance and their effects on environment.
- To supply only with equipment and machinery properly tagged with CE marking, including the CE Declaration of Conformity and a handbook written in Spanish.

## **INSTALLATIONS, MACHINERY AND VEHICLES MAINTENANCE**

- In case of installers/maintainers of electrical installations, sanitary hot water systems, air conditioning systems, firefighting equipment, etc., send to Normagrup Technology a copy of the documentation that testifies for their legal permission to perform the installation/maintenance works.
  - To inform about the potential environmental risks and effects of their activities and operations within our plant and, come the time, about the preventive and corrective measures to be applied in order to minimize their environmental impact.
  - To communicate Normagrup Technology immediately any incident that might pose an environmental risk (chemical products spillages, waste discharges, etc.).
  - To manage the generated waste according to effective legislation, handing over to Normagrup Technology all necessary documentation to testify for its correct management, alongside with a copy of their registration as hazardous waste producer.
- In case of suppliers/maintainers of electric and electronic devices and equipment, to collect any used devices, or their components, when they are to be replaced by new ones.

## **PACKAGING MATERIALS SUPPLIERS**

- To supply only with materials that comply with the minimum safety conditions and can be easily recycled or valorized.
  - To promote environmentally friendly productions processes and the implementation of environmental management systems and environmental labelling of their products.
  - To guarantee that supplied packaging and containers do not exceed the toxicity levels established by legislation (Law 11/97, article 13.1).
  - To inform about more environmentally friendly packaging options.

## **WASTE MANAGERS AND TRANSPORTERS**

- To hand over to Normagrup Technology a copy of their authorization as managers or transporters of the managed waste.
  - In case of hazardous waste complete and send to Normagrup Technology the correspondent control and tracking documents that attest for the proper management of the waste.
  - To communicate immediately to Normagrup Technology any incident that might happen as a consequence of the service given and that might have a significant impact on environment.

## **TRANSPORTATION COMPANIES**

- To deliver their merchandise transportation services duly and accordingly to the criteria established by Normagrup Technology and by the effective legislation regarding motor vehicle emissions.
  - To periodically conduct adequate revisions and maintenance on their vehicles.
  - To drive safely and efficiently in a way that minimizes emissions and fuel usage.
  - To communicate immediately any accident that resulted in the spillage or damage of the transported cargo during a delivery for Normagrup Technology.

## **AUTHORIZED CONTROL ORGANISMS**

- To send a copy of all certifications available related to the measurements or analysis performed.
  - To send a copy of all calibration certification for the equipment used in the measurements or analysis.

## **Organismos de control autorizados**

- Enviar una copia de las acreditaciones disponibles para las mediciones/análisis a realizar.
  - Enviar una copia de los certificados de calibración de los equipos que se van a utilizar en las mediciones/análisis a realizar.

## **SUBCONTRACTING AND TEMPORAL EMPLOYMENT COMPANIES**

- To use in a sound, responsible way the natural resources, such as water, energy and fuel.
  - In case of the generation of any hazardous waste during the service performed, to manage them according to effective legislation and send Normagrup Technology documentation attesting for their adequate management, alongside with a copy of their hazardous waste producer registration.
    - To immediately communicate Normagrup Technology any kind of incident that might become a risk for environment.