

**COMMUNICATION OF REQUIREMENTS
ENVIRONMENTAL INFORMATION FOR SUPPLIERS**



At **Tiba Aroundmap**, one of our main objectives is to preserve the environment by reducing the environmental impact generated by our activity and that of our suppliers.

For this reason, we want to convey to our most relevant suppliers and subcontractors, in environmental matters, the need for their behavior to be consistent and in line with **Tiba Aroundmap's Action Plan**, and inform them of the importance of complying with the requirements defined in this document, to ensure that their behavior always guarantees the utmost respect for the Environment.

Tiba Aroundmap's suppliers of goods and services , including subcontractors, can be classified into the following categories:

- Film supply
- Paper supply
- Pallet supply
- Toner supply
- Pest control
- Cleaning
- Purchase and/or rental of machinery
- Machine and facility maintenance
- Waste management
- Transport companies
- Services

Taking into account the impact that the products and services they supply to us can have on the environment, a series of general requirements are established, as well as other specific requirements depending on the type of supplier in question.

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GENERAL REQUIREMENTS FOR SUPPLIERS AND SUBCONTRACTORS

- Know and purchase the current national, regional and local legislation applicable to your activities, products and services in environmental matters.
- Communicate to **Tiba Aroundmap** any information and/or documentation requested regarding the environmental aspects of your products and/or services.
- If the supplier has ISO14001 certification, they must send a copy of the certificate to **Tiba Aroundmap**.

SPECIFIC REQUIREMENTS

Film suppliers

- Supply only materials that meet minimum safety requirements and can be easily recycled or recovered.
- Promote environmentally friendly production processes and the application of environmental management systems and/or environmental labeling of their products.
- Provide the relevant product quality and/or conformity certificates.

Paper suppliers

- Supply only materials that meet minimum safety requirements and can be easily recycled or recovered.
- Promote environmentally friendly production processes and the application of environmental management systems and/or environmental labeling for your products.
- Supply only materials certified by the FSC (Forestry Stewardship Council), PEFC (Programme for the Endorsement of Forest Certification), or made from recycled paper.

Pallet suppliers

- Only supply materials that meet minimum safety requirements and can be easily recycled or recovered.
- Promote environmentally friendly production processes and the application of environmental management systems and/or environmental labeling of their products.
- Only materials with a certificate of origin for the pallet are supplied.

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Cleaning of the facilities

- Separate and do not mix the different types of waste produced, depositing them in the designated containers to facilitate their recovery and recycling. • Do not store cleaning product containers that contain toxic or hazardous substances in areas not designated for this purpose, and manage the waste properly.
- Do not use facility drains or external drains for the disposal of toxic products or substances.
- Report immediately any incident arising from the provision of your services that may have a significant impact on the environment.

Purchase and/or rental of machinery

- Indicate the consumption of natural resources (energy, raw materials, fuels) of
 - Report on the maintenance management of the equipment or machinery .
 - Report on any accidents, breakdowns, abnormal operation (stopping and starting) and their effects on the environment.
- Only supply CE-marked machinery and equipment; send the CE declaration in accordance with the instructions and the instruction manual in Portuguese.

Machine and facility maintenance

- In the case of installation/maintenance of electrical installations, air conditioning, fire protection equipment, etc., send **Tiba Aroundmapuna** a copy of the company's certification/ authorization to perform the installation/maintenance services.
- Inform **Tiba Aroundmap** of the possible environmental effects and risks of the activities and operations carried out at our facilities and, where applicable, of the preventive and corrective measures applied to minimize their environmental impact.
- Immediately inform **Tiba Aroundmap** of any incident that could pose a risk to the environment (such as oil spills, etc.). • In the case of equipment and/or electronics maintenance providers/services, accept the return of used equipment or its components when replacing them with new ones.
new.
- Communication regarding the waste generated by the machine or equipment and its characteristics.

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Waste manager

- Send **Tiba Aroundmap** a copy of your company's current authorization as a transporter/ manager of treated waste. • Whenever possible, waste delivered by Tiba Aroundmap should be recycled or reused. In this case, you must indicate on the delivery notes, invoices, or in a separate document that the waste will be used for recycling.

Transport companies

- Provide goods movement services in accordance with requirements established by **Tiba Aroundmap** and current vehicle emissions regulations.
- Carry out regular inspections and proper maintenance of your vehicles. • Drive efficiently and safely to minimize your CO2 emissions. vehicle.
- Use natural resources such as water, electricity, and fuel responsibly. • Immediately notify **Tiba Aroundmap** of any incident that may pose a risk. a risk to the environment. • Act in accordance with **Tiba Aroundmap** 's **Good Environmental Practices**

Services (colla)

- Use natural resources such as water, electricity, and fuel responsibly. • Immediately notify **Tiba Aroundmap** of any incident that could pose a risk to the environment.
- Action *in accordance* with the **TIBA Aroundmap Environmental Good Practices**