



Plymovent's

# Sustainable Supplier Evaluation Procedure



# Welcome to Plymovent's Supplier Evaluation Procedure!

In the business world, working with reliable suppliers is essential. But how can we be certain that our suppliers meet our sustainability expectations? The answer lies in assessing their sustainability performance.

"At Plymovent, we navigate sustainability hand in hand with our suppliers. Through evaluations, we chart our course towards a cleaner, fairer, and more responsible future."

David Boreel  
Operational Director



# The importance of our Sustainable Supplier Evaluation

When was the last time you conducted a thorough evaluation of that crucial supplier?  
Have they genuinely made progress in reducing their CO<sub>2</sub> footprint?

The purpose of our Sustainable Supplier Evaluation Procedure is to establish an ongoing process that fosters continuous improvement and alignment between Plymovent and our suppliers.

It allows us to measure and monitor the performance of our suppliers against agreed-upon standards and expectations (see sustainable procurement policy). This helps us to identify areas for improvement and reduce potential risks.

This procedure covers all suppliers associated with Plymovent, including those providing materials, equipment, services, and others contributing to the value chain of our products.

From our suppliers, we expect:



**Collaboration:** Sharing relevant information and implementing our feedback and recommendations.



**Regular updates:** What are the progress and challenges they are facing during the procedure?



**Commitment:** Joining training sessions, workshops, and meetings related to this procedure shows us that suppliers are on our page.



**Engagement:** Staff and teams of our suppliers, especially those interacting directly with Plymovent, should engage with this procedure.



**Implementation:** Suppliers should allocate resources - time and personnel - to support the implementation of this procedure.

Plymovent's  
step-by-step approach to

# **Sustainable value chains**

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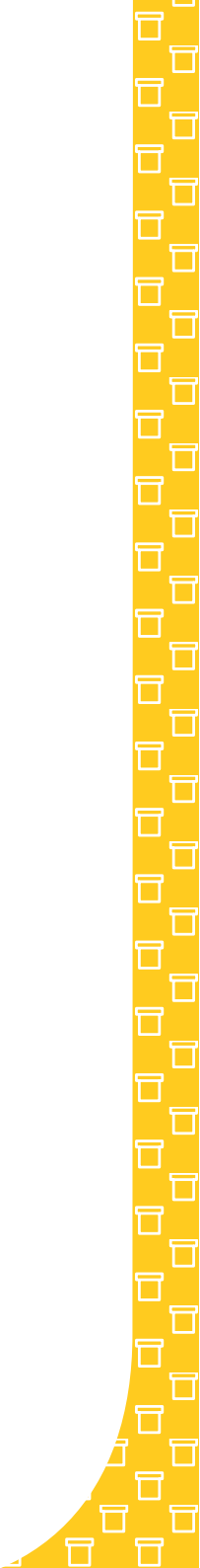


# Toward sustainable value chains

We believe consistent communication, assessment, monitoring, and support for our suppliers is critical in achieving our collective sustainability goals.

Are you from the Supply Chain Management team? Then make sure to follow these steps when handling current and new suppliers:

- 1 Supplier evaluation time
- 2 Sticking to the procedure
- 3 Let's support each other
- 4 Always provide documentation
- 5 Striving for improvement



# Toward sustainable value chains

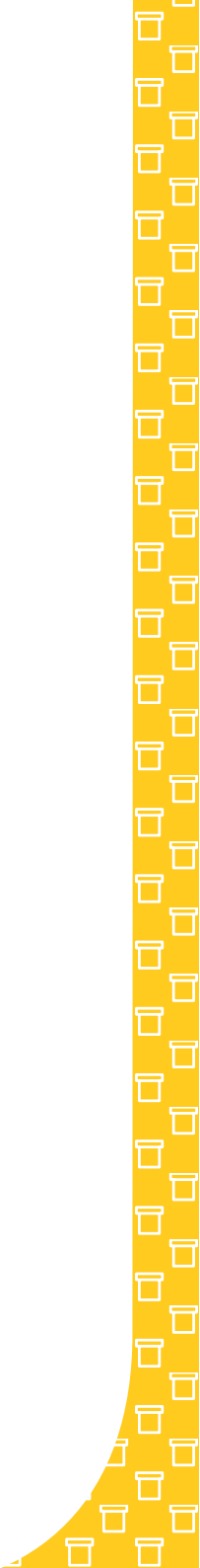
## 1 Supplier evaluation time!

- Assess suppliers based on Plymovent's sustainable procurement policy principles.
- Evaluate suppliers using our Scorecard System, which provides a clear picture of sustainability performance.
- Share comprehensive feedback reports post-evaluation to inspire mutual growth.

*Remember: Annual supplier evaluations help us track improvements.*

## 2 Sticking to the procedure

- Engage in annual check-ins with key suppliers, discussing targets, challenges, and progress.



# Toward sustainable value chains

## 3 Let's support each other!

- Create tailored feedback loops after evaluations, ensuring suppliers know their areas of improvement.
- Share relevant sustainability resources and achievements with suppliers, including Plymovent's Move to Net Zero initiatives, EcoVadis certification, and more.



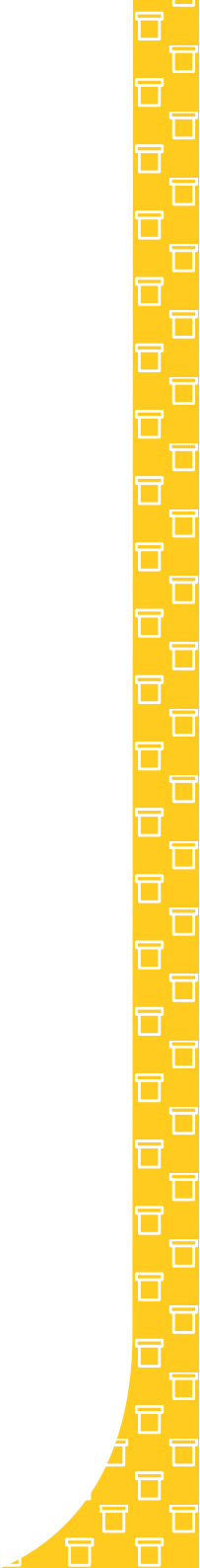
# Toward sustainable value chains

## 4 Always provide documentation

- Ensure suppliers consistently provide the required documentation on time and store it systematically for future reference.
- Maintain records of meetings and communications to preserve the history of interactions and agreements.

## 5 Striving for improvement

- Once a year, take some time to review the effectiveness of this procedure and adjust.
- Talk to stakeholders – employees and suppliers – to get feedback on the procedure.





# About this procedure

Let's stick to our procedure!  
If not, and someone chooses to disregard our process, we may need to take appropriate action against the individual involved.

**Any questions? Please contact Group Management.**



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Position Operational Director

Date 01.01.2024

Location Alkmaar

Signature

