

## Sustainability policy

Kolb is one of Europe's leading alkoxyiators based in Switzerland with production sites in Switzerland and The Netherlands.

We at Kolb:

- Create value through innovation and sustainability
- Care about the environment and treat our employees with respect and fairness
- Care about the health of our employees and a strong safety culture
- Develop collaborations that base on integrity/trust and fair competition

Kolb is a member of the Kuala Lumpur Kepong Behad Group (hereinafter: KLK). KLK is one of the world's largest manufacturers of palm oil-based oleochemical products and their derivatives. To improve the social and environmental impact of the production and use of its palm oil along the value chain, KLK is, amongst others, signatory member of the Round Table of Sustainable Palm Oil (RSPO). We at Kolb take our corporate responsibility serious; safety, health, human rights and labour standards, environmental protection as well as sustainable supply chain management are key aspects to Kolb's operations.

### Purpose

We at Kolb care about the financial, environmental and social impact of our operations and decisions. We take our corporate responsibility to maintain the company's license-to-operate by creating value for our business, owner, employees and other business partners, as well as society and the environment serious.

### Scope

At Kolb, we listen, engage and work with the company's, owner, employees, other business partners and society to understand and address their concerns and expectations. This sustainability policy statement stipulates the overarching principles, which Kolb embeds into its guidance framework and systems to develop its operations and business relations sustainably. This policy statement applies to every Kolb employee.

### Reference to Kolb Policies and Regulations

Kolb issued topic specific policies that that further deepen and complement this Sustainability Policy Statement; important to mention are the following:

- 1008 Human Rights Policy
- 1005 Code of Business Conduct for Kolb Employees
- 1007 Code of Business Conduct for Kolb Suppliers
- 1016 Policy based on Modern Slavery Act 2015

## Sustainability Commitments

Kolb commits itself to a high standard of business ethics and sustainability in its current and future business conduct. Kolb conducts its business in accordance with its own internal Kolb policies and guidelines, and adheres to all applicable international, national and local laws and regulations, as well as adopted industry standards and guidelines.

In particular, Kolb adheres to the following external standards and voluntary frameworks:

- The United Nations' Universal Declaration of Human Rights
- The Universal Declaration on Cultural Diversity
- United Nations Guiding Principles on Business and Human Rights
- The Ten Principles of the United Nations Global Compact (UNGC)
- International Labour Organization's Declaration on Fundamental Principles and Rights at Work
- The Rio Declaration on Environment and Development
- The OECD Guidelines for Multinational Enterprises
- The OECD Due Diligence Guidance for Responsible Business Conduct
- The Global Responsible Care Program Core Principles
- The RSPO Principles & Criteria for Sustainable Palm Oil Production (RSPO)

Especially in the frame of product development Kolb supports the vision and the policy of SusChem. Furthermore Kolb applies the "12 Design Principles of Green Chemistry" of ACS.

Kolb cooperates with governments and organisations in the development and the implementation of effective environmental, safety and health regulations and standards to establish a fair level playing field of a high standard.

## Sustainability Management System

- Kolb's management system is ISO 9001 and ISO 14001 certified and adheres to the standards of the Responsible Care Program. It constitutes the documented structural framework that Kolb employs when setting group wide and local objectives, and managing its activities and programs.
- Kolb promotes the precautionary approach. Kolb continually improves and efficiently manages its natural resource consumption. Kolb reduces waste and emissions to air, land and water preferably at the source, and treats any waste appropriately before discharge or disposal.
- Kolb continuously improves the environmental, health and safety knowledge about and performance of applied technologies, and its own processes and solutions over their life cycles to mitigate any significant adverse negative environmental, and safety and health risks and impacts to people and the environment. This includes the safe handling, storage, recycling, reuse and disposal of hazardous materials, chemicals and substances along its supply chains.
- Kolb monitors and reviews all business aspects and processes on a continual basis. This also includes corrective action and identified performance improvement opportunities.
- Kolb employees are educated and receive continual training to assume responsibility in line with their function, level of authority and qualification.
- Kolb reports openly and transparent on its social and environmental performance, achievements and shortcomings.
- Kolb encourages its suppliers and other business partners to adopt standards comparable to Kolb's to improve sustainable performance along the entire supply chain. Suppliers to Kolb shall fully adhere to its Code of Business Conduct for Kolb Suppliers.

### Human Rights and Labour Conditions

Kolb is an equal opportunity employment provider and is committed to respecting all human rights as relevant to its business dealings. Kolb prohibits harassment, and discrimination in the workplace, does not tolerate forced, compulsory, and child labour, and is committed to providing safe and healthy working conditions. Kolb respects the right to freedom of association and collective bargaining and effective information and consultation procedures. We pay adequate, fair remuneration and respect all legal laws and regulations regarding minimum wages, and working hours.

### Sustainable Palm Oil (RSPO)

Kolb promotes the RSPO Principles and throughout its supply chain. As a result, Kolb expects from its suppliers of sustainable palm oil that they abide to the Code of Business Conduct for Kolb Suppliers. In particular, they shall protect and conserve High Carbon Stock (HCS) and High Conservation Value Areas (CVA) and peat areas. Land tenure rights and the rights of indigenous and local communities shall be respected, and smallholder farmers shall be integrated into the supply chain and provided access to education. Grievance and remedy mechanisms shall also be provided for.

### Consultation, Grievance Mechanisms and Access to Remedy

Kolb provides company-based grievance mechanisms for effective remedy to its internal and external partners and stakeholders. In the context of our relationship, if there is any believe that the terms of this Sustainability Policy Statement are not adhered to, or that Kolb acts in conflict with it itself, then Kolb encourages you to raise your concerns or report incidents via Kolb's reporting channels without retribution. All reported incidents are processed, investigated and followed-up (where appropriate) within a determined time frame.

Contact details:

Kolb Distribution Ltd.  
 Maienbrunnenstrasse 1  
 8908 Hedingen  
 Switzerland

Phone: +41 44 762 47 20  
 Email: [compliance@kolb.ch](mailto:compliance@kolb.ch)