

# **GUIDANCE TO SUPPLIERS**

**SUPPLY CHAIN GIFTS,  
ENTERTAINMENT AND  
HOSPITALITY PROCEDURE**

## **Integrity and accountability are core values for us at Anglo American Group.**

Wherever we are in the world, we adhere to consistently high standards of business integrity and ethics. As an organisation we are further committed to the fostering of good relations with all of our stakeholders and work with our suppliers and potential business partners to ensure that our processes are transparent, and applied equally and consistently through our organisation.

Within the environment within which Supply Chain operates, we acknowledge that the offering or providing gifts or entertainment may be customary and often as a sign of goodwill, however we are equally aware of the potential embarrassment or damage our reputation through the appearance of any act of impropriety, such as the receiving of gifts even in instances where the intention from our suppliers is without hidden motive.

In order to provide guidance to suppliers and our internal teams, Supply Chain had established a 'Global Gifts, Entertainment and Hospitality Procedure' in 2010. The Procedure outlines several major performance expectations including **a mandatory requirement preventing the offering or acceptance any gifts, offers of entertainment, hospitality or donations** as a token of appreciation or goodwill.

This procedure is consistent with our Corporate Policies and Procedures, including our Business Integrity Policy, which can be located on <http://www.angloamerican.com/suppliers/our-expectations>

Should you feel that representatives of the Anglo American Supply Chain are acting in contravention of this procedure by either requesting or offering Gifts, offers of entertainment or other types of hospitality that you anonymously direct your concern to the independently managed "Speak Up" which is managed by Deloitte Tip-offs Anonymous, you may access this site by following this link <https://www.speak-up-site.com/>

We look forward building our relationships with suppliers and potential suppliers and invite you to share any questions or comments about our Policies or Procedures with your local supply chain contact.

### **About the Speak Up Facility**

The facility provides a confidential and secure means for our employees, contractors, suppliers, business partners and other external stakeholders to report and raise concerns about conduct which may be contrary to our values and standards. Speakup provides telephonic, email and website contact and is available 24 hours a day, seven days a week and includes translation services.

Anglo American will not tolerate any form of retaliation against employees or suppliers raising concerns in good faith. Allegations of retaliation against or harassment or intimidation of an employee or supplier by others as a result of a call to Speakup will be investigated and appropriate action taken, including disciplinary action up to and including dismissal of the employee responsible for reprisals.