

# Ethical Procurement Policy

2025

**EgonZehnder**

Egon Zehnder is the world's preeminent leadership advisory firm, inspiring leaders to navigate complex questions with human answers. As such, we are committed to ensure that all our interactions with clients, candidates, employees, and suppliers reflect our values. Egon Zehnder is committed to operating as one firm in a way that is both socially and environmentally responsible and to making a difference for our planet and in our communities. This commitment extends to the goods and services we purchase and to the choice of suppliers with whom we work.

Since December 2023, Egon Zehnder is a member of the UN Global Compact. As such, we uphold the fundamental conventions of the ILO and have made public our commitment to doing business in a sustainable and socially responsible manner. In 2024, Egon Zehnder committed to SBTi. We are engaging with a third-party agency to develop our targets and submit them for validation within the requisite 24-month time period. Our SBTi commitment is searchable at [Companies taking action - Science Based Targets Initiative](#).

Through this Ethical Procurement Policy, we intend to make our operations more sustainable. With regard to our global contracts, Egon Zehnder is committed to:

- Setting objectives and action plans in support of this policy and pursuing continuous improvement of the impacts associated with our supply chain. Egon Zehnder is committed to assessing 15% of our suppliers with global contracts on sustainability by 2030
- Giving preference to suppliers that meet robust third-party social and environmental certification criteria or have identified and articulated a pathway to improving suppliers' own environmental footprint and performance as a responsible supplier, including but not limited to establishing and maintaining public commitments related to carbon emissions, preferably target validation aligned with the Science Based Target initiative (SBTi)
- Inviting suppliers to maintain an open dialogue to continuously search for better environmental and/or social solutions in supplier agreements
- Communicating this policy with internal and external stakeholders and raising awareness among our suppliers

We hold our suppliers to the same high standards of social and environmental responsibility that we hold ourselves, including but not limited to:

**1. Acting ethically and with integrity**

- Compliance with requirements of all applicable bribery and anti-corruption laws
- Suppliers must not offer or accept any gifts to obtain improper advantages or influences for them, Egon Zehnder, or any third party
- Non-retaliation for reports of concern

**2. Maintaining data privacy and security**

- Compliance with applicable data protection laws and security of confidential assets and information

**3. Embracing inclusion and diversity**

- Non-discrimination and workplace diversity
- Supplier diversity

**4. Ensuring fair employment and wages**

- Compliance with all applicable local wage, benefit and hour labor laws and regulations

**5. Reducing environmental impact**

- Reduction of GHG emissions and energy
- Water and waste management
- Responsible chemical management
- Protection of biodiversity and avoidance of deforestation

**6. Ensuring safety, well-being, and health**

- Compliance with applicable laws
- Prohibition of any form of modern slavery and human trafficking
- Zero tolerance of any form of human rights violations

Detailed guidelines on supplier sustainability are captured in our [Supplier Code of Conduct](#). Egon Zehnder uses a supplier risk assessment tool to track compliance and progress against its goals. During the supplier selection process, all suppliers with a contract value of more than 500,000 CHF will be required to demonstrate compliance with our Supplier Code of Conduct, via filling out an online questionnaire and/or by submitting additional evidence. Egon Zehnder may also request suppliers with a contract volume of below 500,000 CHF to comply with our Supplier Code of Conduct. Suppliers may be asked to re-affirm compliance with the Supplier Code of Conduct periodically.

Actual, or suspected, material violations of our Supplier Code of Conduct by a supplier or any other severe violations potentially harming our clients, employees or Egon Zehnder as a firm should be raised to the relevant Egon Zehnder contact.

In implementing the Ethical Procurement Policy Egon Zehnder:

- a) Assigns responsibility for the Ethical Procurement Policy to the CFO and the Procurement Coordinator as delegated by the CEO
- b) Monitors the application of the policy as per the defined commitments
- c) Reviews and revises the policy and standards on an annual basis
- d) Communicates policy details to all employees and ensures they are available via our intranet