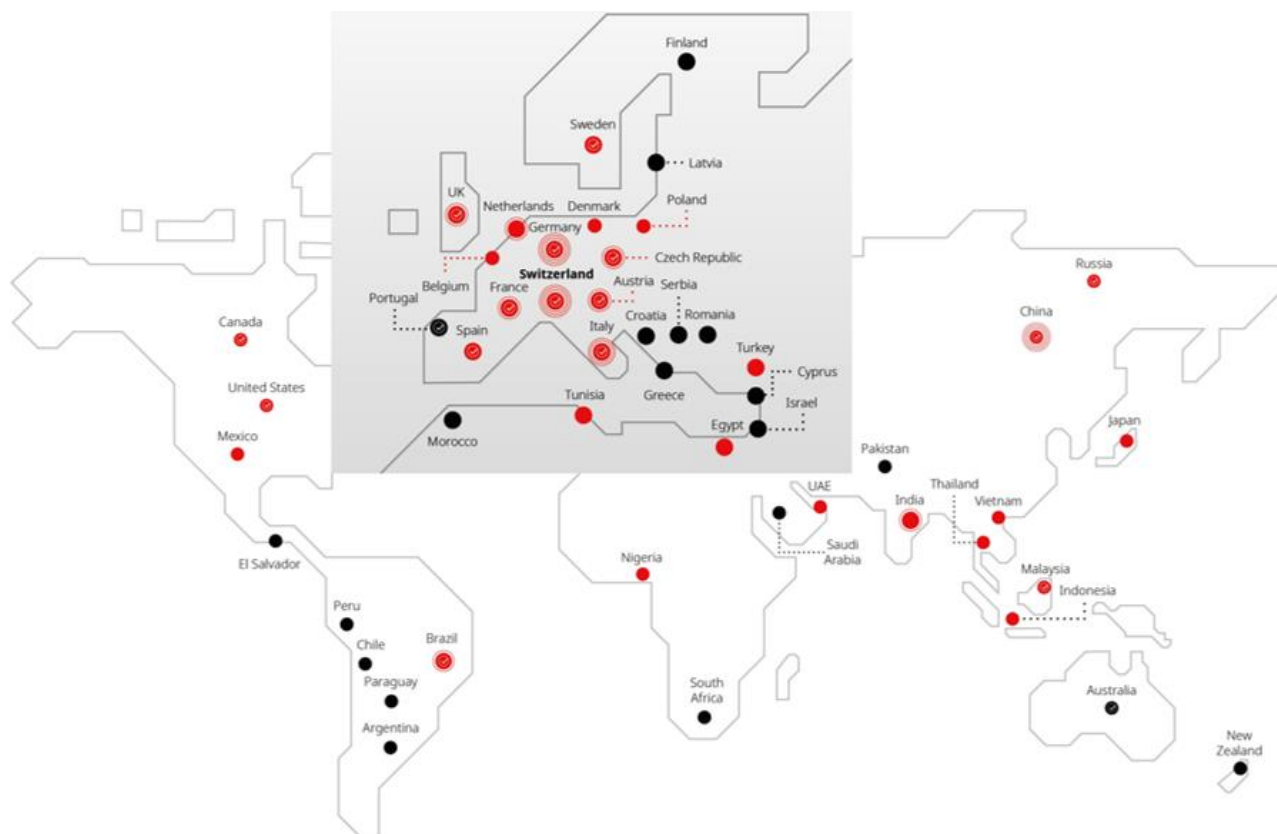




SUPPLIER MANUAL

Revision Table

Revision	Date	Modifications	Author	Validator
Vx6	01/12/2025	Internal publication	V. SCHIELE	L.GROSS
V01	23/01/2026	1 st External publication	V. SCHIELE	L.GROSS
				/

INTRO

Supplier engagement is critical for BOBST as we partner with you on this journey to stay a leader in the packaging & label printing industry. Delivery of high-quality systems, on-time, at a competitive price, using sustainable and responsible methods to preserve our environment is necessary for us to be successful.

As a global company we need to look ahead to future packaging design and production requirements and to make sure we can support and supply in accordance to our customers' needs. It is also essential that we are focused on our customers with products they need to sustain existing machines and provide world-class support and service throughout the year, providing real added value.

Let's think beyond what is possible to shape our industry through mutually beneficial relationships anchored in trust, quality, commitment to innovation and strong supplier performance. These types of relationships will help differentiate BOBST in the marketplace. We encourage your support and participation in our new Path to Partner-Level initiative, helping us to develop and maintain Partner-Level suppliers throughout our supply base. Supplier Relationship Management is a strategic part of reaching our goal to build strong relationships with a select number of suppliers. These suppliers can contribute to our global competitive advantage which includes superior product quality, innovation and customer value. To enable continuous improvement and to foster close collaboration, BOBST will foster a paradigm shift from typical customer-supplier relationships to value-added supplier partnerships. BOBST desires to be your customer of choice. This manual will lead the way to improve and streamline our supply base, while continuously developing long-term relationships with high-performing and committed suppliers.

BOBST aims to exceed customer and industry expectations and needs full participation and support from all suppliers to meet or exceed BOBST cross-functional performance requirements. We invite you to join us towards performance excellence:

Starting from now we invite you to live the way to work with BOBST in accordance with the following SUPPLIER MANUAL with the target to meet and exceed excellence and performance on a regular basis, wherever you do business with us.

Lorenz GROSS, Chief Purchasing Officer

A handwritten signature in purple ink, appearing to read "Lorenz Gross".

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SUPPLIER PERFORMANCE MANAGEMENT

WELCOME TO THE BOBST GLOBAL PURCHASING ORGANIZATION

Dear valued Supplier, welcome on board. You're at the point to join our global supply-base. We are looking to build strong, lasting relationships with key suppliers that add value to our products and services. These relationships provide increased customer value as well as global competitive advantage. Our suppliers must share our vision and commitment to Corporate Ethics, the Environment, Sustainability and Continuous Improvement in all performance areas. Consequently, we apply a cross-functional approach that enables BOBST to communicate with a "single-voice" regarding requirements and expectations for success and growth.

Your partner with BOBST GLOBAL PURCHASING is the SUPPLIER PERFORMANCE TEAM, following the SUPPLIER PERFORMANCE MANAGEMENT (SPM) process. Our process ensures with dedicated workforce to apply our rules and goals to align BOBST needs and SUPPLIER capabilities. How does it work? No worries:

With this manual we provide a single source of information of how we want to do and drive business with you as a valued BOBST approved supplier, whatever your country and wherever you are going to supply to.

You want to become a BOBST Supplier!

You want to become a premium BOBST supplier, great, we will ensure that our partnership will last through excellent conditions.

Here is the BOBST Strategic Sourcing process which we constantly follow during our entire relationship:

The pre-qualification process will include the following steps to ensure the right match, without this an award for business is impossible.

The 7 Steps of BOBST Strategic Sourcing and the mandatory 9 deliverables of the pre-assessment:



New Supplier Introduction

– Before Initial Assessment, Supplier must comply with:

- ☒ Matching sourcing criteria
- ☒ Competitive Quotation (RFQ)
- ☒ Category approval
- ☒ High mix / low volume business
- ☒ BOBST compliance & sustainability rules (NDA, SCoC, SRA)
- ☒ A proven available capacity plan
- ☒ Showing KPI for/from their other customers
- ☒ Sharing an existing QMS (Quality Mgmt System)
- ☒ A good financial rating (DnB or ad-hoc analysis)

RFQ: Request for Quotation
NDA: Non-Disclosure-Agreement
SCoC: Supplier Code of Conduct
SRA: Supplier Risk Analysis
KPI: Key Performance Indicator

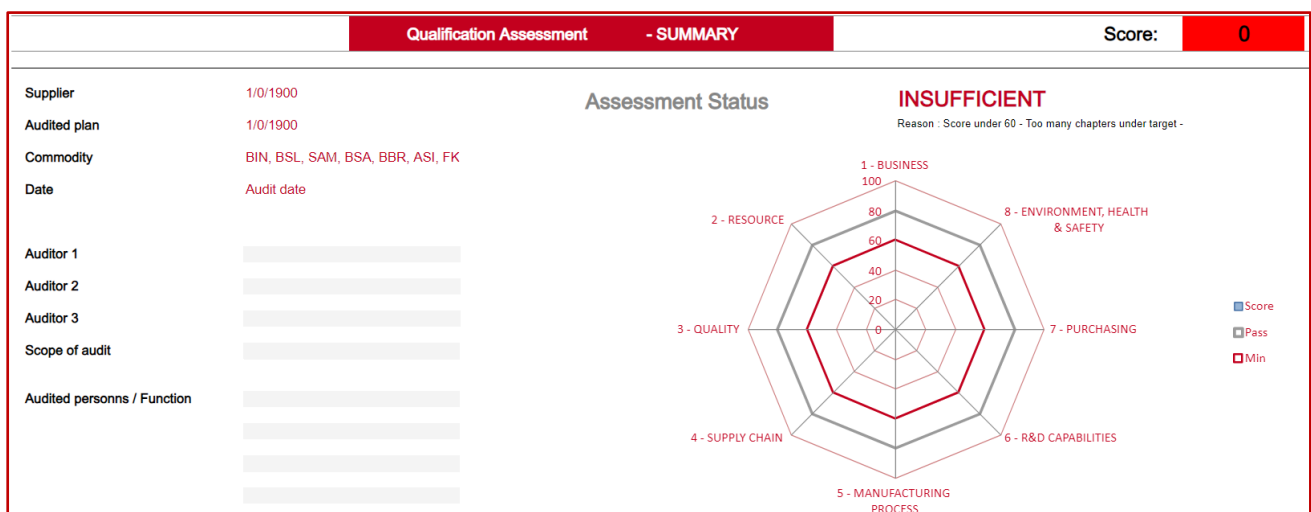
New Supplier Introduction Checklist for Pre-Assessment

You have more questions? For further information please contact your usual PURCHASING or SVE contact. Your contact will provide you with the latest versions of the templates and documents as Non-Disclosure-Agreement, Supplier-Code-of-Conduct, Supplier Assessment, Supplier-Risk-Assessment,

Once this is passed and on the right track, we, The Supplier Performance Team, will in accordance with the criticality of your supplies, perform a **Supplier Assessment**. This assessment includes either a self-assessment and/or an on-site assessment of your facility by a member of our SPM team.

SUPPLIER ASSESSMENT

We want to build an adequate partnership with our Suppliers based on trust and confidence by transparency. Bobst reserves the right to review and assess Supplier's financial, operational information and IT Security, Quality, Environmental and Health & Safety systems, for the purposes of validating compliance with our standard requirements as detailed within this manual. Assessments or reviews may be conducted either on a regular basis and/ or on demand to ensure on-going stability and viability of Bobst's supply base.



Supplier Assessment Spiderchart

All Suppliers are expected to provide, upon reasonable notice, access to their facility as well to those of sub-tier Suppliers, as necessary. The assessment is mandatory to be done for the site of the contracted supplier and its production means.

Following notification of a requested assessment, Suppliers are expected to acknowledge and respond to such request, within 30 calendar days. All appropriate measures will be taken to protect confidentiality of operational and financial information.

(Sub-tiers) The Supplier shall have a documented sourcing process, for all sub-tier Suppliers affecting customer requirements and shall have similar requirements, as defined in this document, in place for all sub-tier Suppliers. The Tier 1 supplier must ensure with its Tier 2 suppliers that BOBST expectations, norms and standards are shared, flown down and will be achieved. Upon request from Bobst, Suppliers shall provide any relevant information impacting upon product compliance or performance, including full transparency through the applicable sub-tier supply chain.

During the RFQ phase the Supplier is requested to list all potential sub-tier(s) and Bobst will define in accordance with the Supplier the need for an audit to sub-tier(s).

All agreements are signed: NDA, SCoC, and GT&C. Congratulations, you're now **qualified** to receive Purchase Orders. Supplier abilities will be assessed and segmented. Bobst aims for a "zero-defect" strategy and expects suppliers to manage their operations similarly. We seek long-term relationships with suppliers who maintain cost leadership, quality, service, and continuous improvement.

Take -Away: ensure compliance and feasibility with Bobst business model, NDA, SCoC SRA and financial rating. Perform the self-assessment and share it with the SVE team 2 days upfront

SUPPLIER SEGMENTATION

At BOBST we have 4 different Relationship levels (Supplier Segmentation), the Purchasing department will consider the segmentation and place the order in accordance!

- i. GROW: Recognition of competitiveness and performance
Exceeds cross-functional performance standards including, but not limited to, quality, delivery, innovation, cost saving, sustainability, allowing BOBST to have a competitive advantage and able to grow with the business of Bobst.
Benefits: Co-design partner, NPI collaboration, Preferred Sourcing in Category Panel, Global Recognition, PPAP L1 eligible, Long-Term Contract established.
- i. MAINTAIN: Long term relationship
Meets cross-functional performance goals, contributes toward cost saving targets and innovation.
Benefits: NPI Collaboration, Alternative Sourcing in Category Panel, Regional Recognition.
- ii. NBOH: New Business On-**Hold**
Fails to meet minimum performance standard driving risk(s) to Bobst Operations and/or nominated into Supplier Development Plan (SDP). **Impact:** No more involvement in tenders or auctions, no development of new processes or technologies.

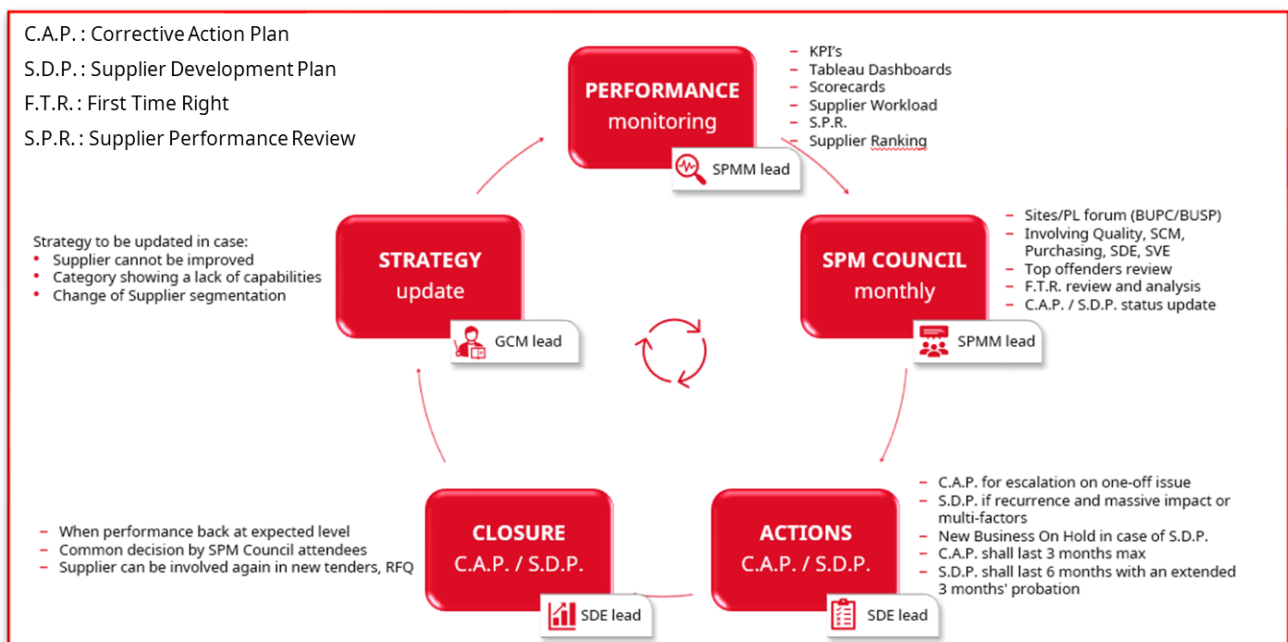
iii. PHASE-OUT!

Performance level, including risks, below standard and/or mismatch with Sourcing strategy and/or re-occurring negative impact on Supply-Chain. **Impact:** Will be removed from the Category Panel. The process to officially stop the relationship is launched and an end of business date is defined.

Bobst's approval process, led by the Category Leader and Supplier Performance Management team, evaluates suppliers at least once a year. If monthly KPIs are missed for three consecutive months, the supplier's status is downgraded. Annually, if performance targets or business acumen are not met, the supplier is downgraded to "New Business on Hold." Supplier segmentation is visible on the Supplier Performance ScoreCard monthly or upon request.

SUPPLIER PERFORMANCE MANAGEMENT PROCESS

HOW do we evaluate your Supplier Performance: We use Key Performance Indicators (KPIs) to ensure our suppliers aim for "zero-defect" and operational excellence. The Bobst Supplier Performance Management Process continuously monitors and improves supplier performance. The scheme below outlines the phases and actions taken to maintain an efficient supply base and drive continuous improvement.



Supplier Performance Management Process

SUPPLIER RANKING

When do we know that a supplier is a good supplier? Bobst ranks its supply base to identify high and low-performing suppliers. Here are the benefits of Supplier Ranking:

- Quick Identification: Enables quick recognition of high and low-performing suppliers to assess the health of the supplier panel.
- Objective Evaluation: Provides an objective and consistent evaluation across different product lines.

- Strategic and Operational Excellence: Supports strategy, operational excellence, performance management, and contracting.
- Transparency: Offers transparency in supplier performance across various metrics like ESG, cost, risk, quality, OTIF, innovation, and much more...
- Continuous Improvement: Motivates suppliers to improve and compete healthily.

What is a **PERFORMING SUPPLIER** for BOBST

- Performance and Innovation: Delivers zero defects, 100% OTIF, fast response, best prices, and is innovative and communicative.
- Compliance/Conformance: Complies with BOBST's requirements and targets.
- Proactivity and Reliability: Demonstrates proactive communication, ensuring deliveries are consistently made without issue.
- Strategic Partnership: Aligns with BOBST's vision and strives for continuous improvement to provide competitive advantages.
- Value Creation: Generates innovative and sustainable value beyond the price, focusing on quality, delivery, cost, and other factors like sustainability and attitude.

Based on this global supplier ranking, BOBST can compare all suppliers in every region and award them on a regular basis during Supplier Conference events.

Take -Away: Bobst monitors its supplier base performance by supplier ranking and annual goal definition

How do we **MEASURE** your **PERFORMANCE**

Bobst measure your business performance through the following **Key Process Indicators** KPI's.

Supplier Quality:

- ❖ First Time Right (FTR) => conform deliveries to total deliveries for new parts (Trial & Serial 1st orders)
- ❖ Serial Quality Performance: (Quantity of Quality claims / Number of purchased order lines) * 100 [%]
- ❖ Count of Quality Notifications => number
- ❖ Cost of Poor Quality => CHF/EUR/RNB, INR, ...

Supplier Delivery: On Time In Full (OTIF) => (Ratio of PO lines received (*) on-time in-full / Total number of purchase order lines) * 100 [%] => CD -3 to CD +1= 100% performance, else late or even deep late offender

*Goods reception @ Bobst

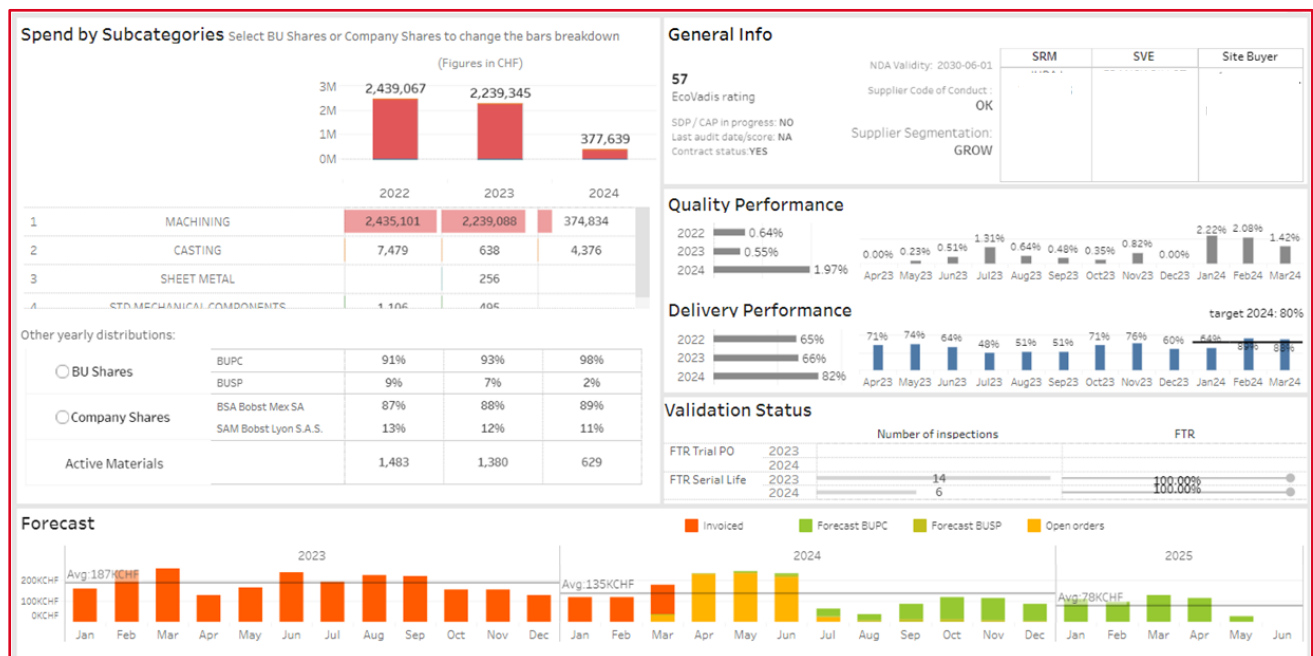
Sustainability & Risk Management

- ❖ NDA and SCoC signed and valid
- ❖ Supplier Risk Assessment (SRA) done
- ❖ Sustainability score in accordance with Bobst targets

Supplier Performance SCORECARD

Tracking and monitoring of Supplier Performance will lead into an extended Supplier Performance Scorecard. The following KPIs will be displayed (format could vary):

- Spend per Bobst plant, in your Spend currency (CHF, EUR, INR, RNB, ...)
- Trusted Information (EcoVadis rating, NDA signed, SD active, audit date (last/ next))
- Contract dates
- Major contacts
- Quality- & Delivery Performance (On Time In Full) including annual targets
- Validation Status: FTR for Trial and Serial Purchase Orders
- Forecast by BU



Example of the ScoreCard

The Targets setting and review will be done on a yearly basis and communicated at the start of each new business year. These targets are based on the previous year's performance in Quality (First Time Right, Quality notifications, Warranty), Cost (Cost of Poor Quality, pricing), and Delivery (On Time In Full). For new suppliers, Bobst will provide global targets for the current year. It's up to **You**:

- **Exceeding Targets:** If your annual supplier performance in Quality and Delivery exceeds the annual category target, you align with Bobst's performance expectations and continuous improvement goals.
- **Below Targets:** If your performance is below the annual category target, your future targets will be increased to meet the category standards.
Better performance benefits you as a valuable and supportive partner, and we recognize and reward your efforts accordingly.

Take -Away: ask for your supplier scorecard to know your performance and segmentation level.

What's happening when your performance starts to deviate permanently: We launch the ...

Escalation process!

Meanwhile you didn't succeed to improve your performance? If a supplier fails to improve performance after working with the local Material-Management (MM) and SQA, Bobst will initiate an escalation process. This involves the Supplier Development Plan (SDP) or Corrective Action Plan (CAP) for issues in Safety, Quality, Delivery, Cost, or Environmental factors. Reasons for supplier's nomination under SDP:

- Repeated production line impacts
- Persistent underperformance
- Disruptive quality issues
- Risk of contingency, etc. ...

Due to low performance, and high impact for BOBST the supplier will be downgraded to "New Business On Hold," halting new RFQs, business increases, nor NPI involvement until the SDP is completed.

Reasons for supplier's nomination under CAP:

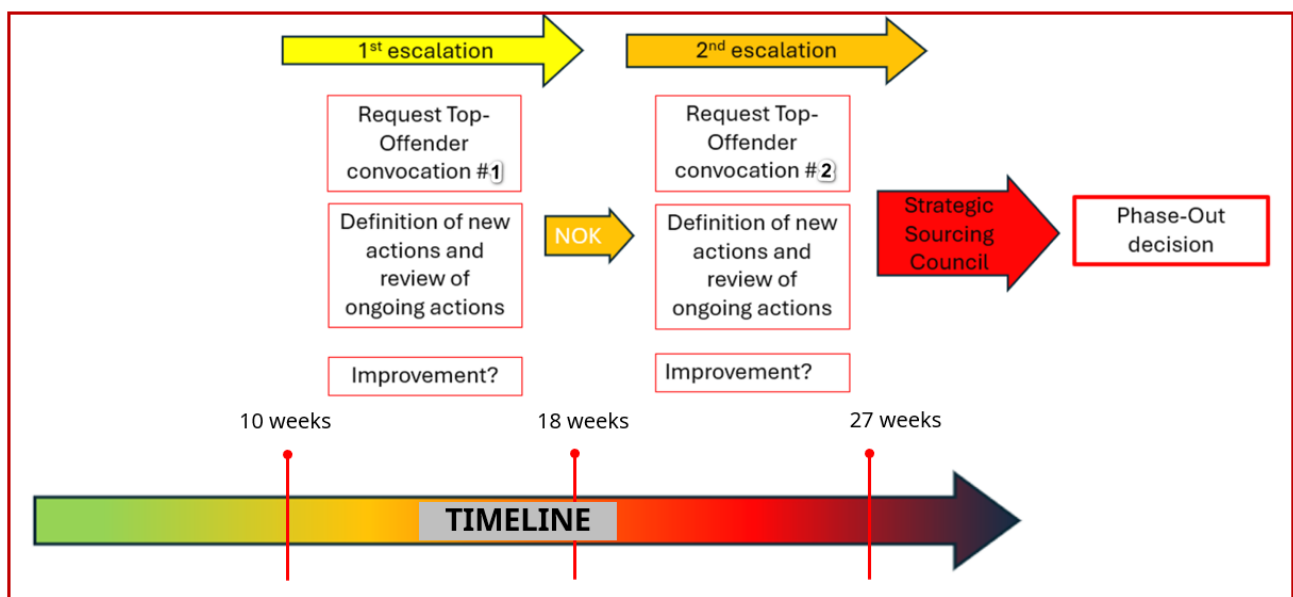
- Repeated quality issues
- Potential critical impacts for production

The SDP/ CAP, led by the Supplier Development Team, is a 20-week project with clear and measurable targets. The timeline is crucial for further escalation under SDP.

The following escalation process will be applied:

1. **First Level** (10 weeks): Visit to Bobst plant, meeting with management, new actions defined.
2. **Second Level** (8 weeks after first): Visit to Bobst plant/Headquarters, meeting with senior management, new actions defined.
3. **Final Step** (9 weeks after second): Re-evaluate future business and strategy, potential phase-out plan.

SDP & CAP Costs are under the supplier's responsibility.



SDP/ CAP Escalation process

Please note that Bobst will charge a consulting-fee of 1500eur/month, once the SDP/ CAP initiative is closed for the applied resources to support the Suppliers non-compliance. You will be informed upfront about the process during the Kick-off for the 1st SDP phase.

Take -Away: 2 escalation programs to support suppliers' performance deviation: local and global. If not successful, you'll be phased out!

Critical Supplier Follow-Up (CSF)

BOBST enhanced its Supplier Performance Management process with the Critical Supplier Follow-Up with the aim to identify and prevent future risks with our Supply base on a larger scale. It's the process driven locally per site:

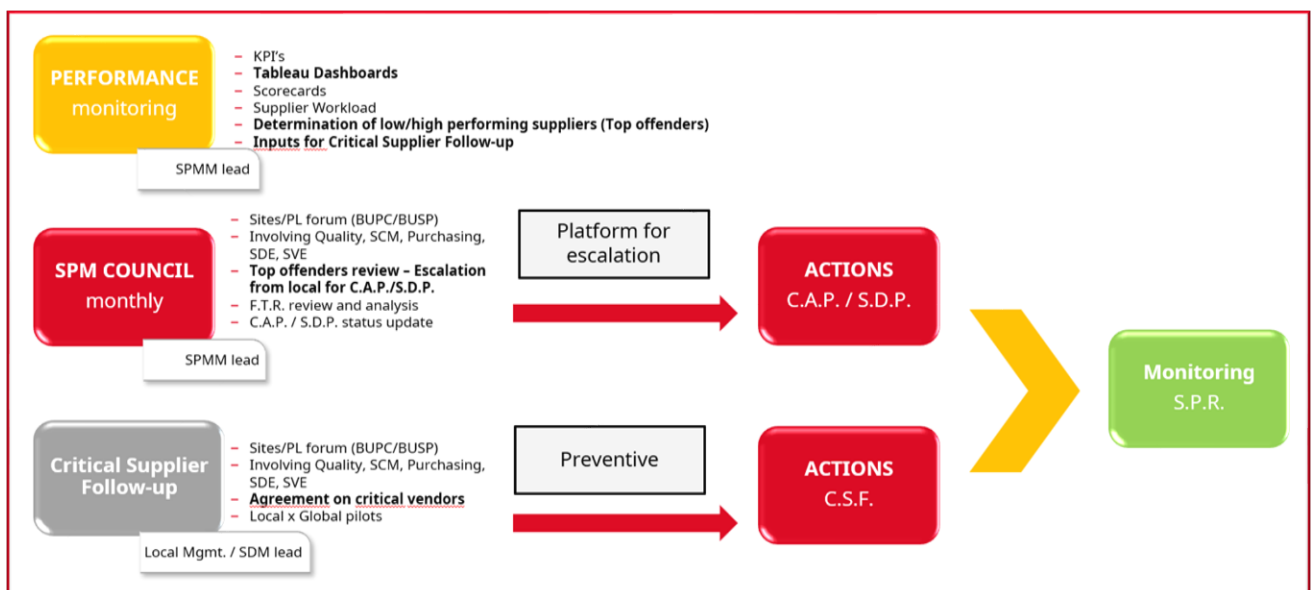
This will:

- ❑ Ensure a systematic approach to manage risk mitigation and driving continuous improvement
- ❑ Ensures that BOBST's supply base remains robust, reliable and capable of meeting the company's quality, delivery, cost and sustainability requirements
- ❑ Proactively handling upcoming difficulties to protect BOBST productivity or service abilities

How does it **work**:

While monitoring the supplier performance we concentrate on Delivery and Quality KPIs.

If the Supply Chain and Quality teams detect risks impacting production and customer deliveries, the vendor is placed under Critical Supplier Follow-Up. This site-oriented program has dedicated pilots for each vendor. These pilots are coming from Supply Chain, Quality or Purchasing teams. Depending on the severity, we implement SPR, CAP, or SDP for serious issues. Each vendor has key improvement targets that must be met to exit the Critical Supplier Follow-Up program.



(refer also to SPM process chapter)

PRODUCTION PART APPROVAL PROCESS (PPAP)

So, finally you went through the Supplier Selection Process, you are nominated and you know how we monitor your performance, the next step is to validate the product and its manufacturing process.

At BOBST, the PPAP process is managed by the Supplier Validation Engineer Team (SVE). This Team is part of the Supplier Performance Management within the BOBST Group Purchasing organization.

The PPAP demonstrates that the **manufacturing process** defined to produce parts for BOBST is fully developed, reliable and the part is in conformance to the technical specifications.

Bobst defined 2 different types of Purchase Orders (PO): "Standard PO" and "Trial PO" with different requirements as per required PPAP Level (L1-L5)

- 1a) Standard PO L1 PPAP: Production part; all controls must be done, deliverables are recorded at supplier site. This PO is under SVE responsibility. Could be checked randomly.
- 1b) Standards PO L2 PPAP: Production part, all controls must be made, deliverables must be sent to Bobst for first order. This PO is under SVE responsibility (i.e.: dimensional, material, heat treatment reports, ... etc.). A Drawing review might be initiated upfront.
- 2) Trial PO (L3, L4, L5 PPAP): This type of order is to qualify the supplier for the type of part, specific treatment or manufacturing process and /or design validation. This PO is under SVE responsibility. All control elements will be defined during the drawing review.

The table below gives you an overview of the deliverables per Level which we require to obtain the validation:

		Standard PO		Trial PO		
REQUIREMENTS		Level 1	Level 2	Level 3	Level 4	Level 5
1	Dimensional results	R	S	S	S	S
2	Material certificate	R	S	S	S	S
3	Treatment certificate			S	S	S
4	Material performance test results			*	S	S
5	Process flow diagrams			*	S	S
6	Control plan	R	R	R/*	S	S
7	Checking aids			*	*	*
8	Packaging			S	S	S
9	Manufacturing instruction	R	R	R/*	S	S
10	Picture of the finished parts			*	S	S
11	Production Readiness Review (PRR)			*	*	B
12	Machine test reports / External Laboratory documentations				B	B
13	PFMEA					S

S = Must be provided to BOBST

R = Must be retained by supplier and provided to BOBST upon request

B = BOBST to perform this activity

* = Additional request must be provided upon request during Drawing review

Depending on the criticality of the part but also the manufacturing process, several milestones might be mandatory to ensure the proper validation process. Additionally, a PPAP could be initiated to maintain high level of quality in the case when “fit, form or function” are impacted by a modification, which needs to be communicated always by the supplier to BOBST:

- Components type change with different technology vs previous item delivered/qualified.
- Major Supplier manufacturing process change
- Material changes or substitutions
- Sub-tier Supplier change

It's the Suppliers duty to inform Bobst Purchasing Partner to assess potential risks and define further actions. Transparency is key! Risks could be assessed through a Preliminary Risk Analysis (watch out appendix). Bobst uses in general the following steps of the **PPAP (Production Part Approval Process)**:

Step 1) Drawing Review: Trial parts and documentation are submitted to prove design and specification compliance, manufacturing capability, and traceability. The Supplier Validation Engineer (SVE) conducts a drawing review to address any questions on the drawing, technical specifications, or requirements. This review can be face-to-face, remote, or via mail, depending on the complexity. It confirms the supplier's ability to manufacture the part as per the drawing. An example of a Drawing Review report is in the Appendix.

Step 2) PPAP Report Review: The supplier is responsible for the PPAP preparation:

- Suppliers (Tier I) are responsible for the planning, approval, corrective action, follow-up and retention of documents submitted by sub-suppliers and sub-contractors

- Suppliers must notify the Buyer and SVE in case of deviation of deliverable or delivery date during Trial order.

Step 3) PPAP Release: After Incoming Inspection by the concerned plant, the SVE will review all PPAP evidence and assign one of the following approvals (Systems & Peripherals are mainly accepted through the installation tests):

- **Fully** approved and in compliance with all specifications: shipment is authorized and validation completed after BOBST Approval
- **Conditional** or Interim approval: goods shipment authorized with a waiver (watch out appendix), validation on hold until correctives actions evidence submitted to BOBST and approved
- **Not approved:** shipments not authorized. New submission is required.

Step 4) Hand-over: The SVE will hand over all PPAP evidence and inform the local Supplier Quality dept. about the approval of the PPAP.

Take -Away: Use the Drawing Review to be sure to get all technical details so you can confirm the feasibility. The criticality and complexity of a part triggers the PPAP requirements, which are mandatory. All important modifications of critical material and/ or processes have to be communicated to BOBST

Exception for Module & EBA Supplier:

A Tier1 Supplier, who is manufacturing Modules or complex subsets (**E**lectrical **B**ox **A**ssembly), must manage as well the PPAP with his Tier2 suppliers.

Here are the details:

AUTONOMY PROCESS FOR MODULE & ELECTRICAL BOX ASSEMBLY (EBA)- SUPPLIER

In accordance with the validation process, BOBST needs to ensure that a supplier, who manufactures complex subsets as EBA's or Modules, can always deliver a complete and compliant product.

Therefore, for each new Module and EBA business, BOBST is deploying the Autonomy process with the supplier to evaluate supplier internal competences to perform commissioning and attest that the supplier can produce, test and perform commissioning in full autonomy without BOBST Quality team.

The Autonomy Process defines how many Modules or EBAs will be commissioned together with BOBST and the supplier. Your SVE will define in accordance with the risk the requirements:

Commissioning compliance is reached according to the following criteria:

Commissioning Compliance	
Number of NC with supplier responsibility	compliant if < 6
Weight of NC	compliant if < 5
Score	$\sum (\text{Issues} \times \text{Weight})$

Description of the NC-Weight Criteria:

Weight	Criteria of internal disturbances <i>Non compliance detected during commissioning with sub contractor</i>	Criteria for final customer disturbances <i>Non compliance detected during the reassembly or the starting up of the customer site</i>
1 Minor	No production impact	Time lost during installation between 0h and 1h
3 Slight	Production impact < one working day No delivery impact	Time lost during installation between 1h and 4h Production impact risk
5 Disrupting	Impacted production between 1 and 2 days No MAD Impact	Reduced production Time lost during installation ≤ 1 day
7 Major	Impacted production > 2 days MAD Impact = 1 day	Time lost during installation > 1 day
10 Critical	Safety risk MAD ≥ 1 day	Safety risk Time lost during installation > 1 day

Non-Conformity Weight Matrix

All necessary Quality documentation will be requested during the PPAP/Autonomy Process review. You will find the details in our Supplier Portal "Jaggaer".

- For example: During the final acceptance test the following result has been achieved:
"5 non-conformities with an impact of less than 8h on the Bobst Supply chain,
no impact at customer = $5 \times 3 = 15 < 20 \Rightarrow$ compliant"

If the pre-defined number of compliant deliveries has been confirmed either, the supplier is attested as autonomous to run its production and enters on a serial life production cycle and released to deliver the EBA / Module directly to the customer. The SVE will hand over all PPAP evidence and inform the local Supplier Quality teams about the approval of the PPAP. A regular review needs to be in place.

NORMS & BOBST REQUIREMENTS

BOBST supplies for each RFQ/ PO technical information as drawings, 3D, technical specifications, norms and other various documents to provide a maximum of available information. The most appropriate channel is via our Supplier Portal "Jaggaer". Here you'll find all valid and released information. Go to:

<https://app11.jaggaer.com/portal/bobst>

Alternatively, BOBST will supply during the 1st Drawing Review all relevant technical and organizational information and templates to supplier. Don't hesitate to request this package from your buyer or SVE.

GENERAL QUALITY REQUIREMENTS

Excellent Supplier Performance is key to drive business with BOBST. To ensure a robust, pragmatic and agile attitude, BOBST requires common quality processes with a systematic approach. We highly appreciate an ISO 9001 certification but it's not mandatory. Key but not exhaustive are the following customer requirements, where evidence could be requested in accordance with the criticality of the part. Ideally you should have:

- Validated process parameters and recorded product characteristics, subject to legislative safety, environmental and/or emission regulations must be documented in control plans in compliance with BOBST specific requirements
- Traceability by batch, material delivery, sub-assembly and integrated modifications
- Record of process parameters and validated work standards
- Verified compliance with product and process requirements on a regular basis. This can be accomplished through process audits, systems self-audits or similar methods of verification
- Safe records of material and manufacturing data
- Qualified and validated test- and laboratory equipment
- Availability of all required data during PPAP and Serial process for review when requested by BOBST
- A non-conformity process to treat and record occurring anomalies and drive continuous improvement
- Process driven management with real KPI's and regular reviews, at least with NC and OTIF
- Foreign Object Debris and Pollution countermeasures in place
- A Contingency plan must be established and verified
- Dedicated quality and customer contact
- Tier 2&3 management including quality, logistics and sustainability requirements
- Sustainability / EcoVadis (or equivalent) access and available score in target with Bobst
- Obsolescence has to be notified to BOBST within a large timeframe for countermeasures

For all this and much more please contact your SQA Supplier Quality Assurance contact or Supplier Validation Engineer.

Supplier Quality Claim

In the case of a "non-quality event" in a BOBST plant, facility or at our customers, a Quality notification will be issued upon discovery of defective product identified as a result of, but not limited to line rejections,

mislabeling, incorrect packaging, testing failures, failed inspection results, customer concerns, warranty and/or customer returns, receipt of obsolete material or material certification or other failure modes. A notification and penalty will also be issued for logistics non-compliance and Efficiency Losses due to delivery delays, such as over or under shipments, missed shipments, late or early deliveries, packaging issues and/ or document related issues. Your contact for details is the Supplier Quality team of the facility. The Non-Quality process is typically managed through the following procedure:

- Suppliers will be notified of the concern, through a Quality Notification. All relevant containment actions must be initiated immediately and remain in place until corrective action has been reviewed and approved by Bobst. Unless otherwise specified, an initial answer to the claim must be completed within **24 hours** after the notification has been issued. Standard form is 8D report.
- Upon notification, the Supplier shall initiate the Problem-Solving Action as per 8D and answer to Quality department accordingly.
- The initial report, detailing root cause and corrective action(s) must be submitted within **10 working days**, unless otherwise specified by Bobst. By consequence, the supplier has to send for the following **3 deliveries** a control report with the serial parts as a consequence to proof the conformance.
- Suppliers shall assess the risk of any reported non-conformance for potential impact at any other BOBST location, globally, that they ship to. If such risk exists, they must immediately contact all affected Bobst locations.
- Suppliers will be responsible for all agreed costs related to the claim, based on (but not limited to) the following criteria:
 - Sorting of Suppliers product at the BOBST facility, until conform parts arrive,
 - Production line impacts,
 - Finished product sort and/or scrap of material,
 - Any material transfer of non-conform supplier product or other related transportation cost,
 - Quality Department time for problem investigation and/ or further testing if required,
 - Any sort/rework charges incurred by Bobst, either directly or via 3rd Party sort/rework,
 - Any costs incurred by Bobst for disruption to its customers, including costs associated with sorting, rework and transport to customers,
 - Costs associated with the disposition/return of unapproved or unauthorized material sent by the Supplier,
 - Costs related to unauthorized deviations,
 - Costs incurred by Bobst associated with customer recalls or product failures, with a proven link to that specific quality issue.

All transportation and logistics actions are the responsibility of the Supplier to coordinate and manage. Any third-party sorting, re-work, inspection and containment activity must be conducted by a Supplier that is approved by Bobst. Any third-party arrangements, not specifically directed by Bobst, must be reviewed and approved by the concerned Bobst entity. Continues part supply to Bobst must meet released quantities and without supply disruption.

Deviation Approval, **DEROGATION, Concession**

In the event that any relevant BOBST requirement is not compliant or non-conform to the specifications, the Supplier shall initiate a derogation request. Upon delivery the supplier is requested to inform his BOBST Quality/ Material Management contact about the deviation, either by form, picture, drawing, 3D, etc. and submitted by email, as more detailed it is, as better and faster we will respond. Without any acceptance from BOBST quality department or SVE no delivery is permitted. Once the derogation has been accepted the supplier

must send the part with a special waiver to identify the deviation and derogation during reception and incoming inspection. Any discrepancy will lead to quality notification and non-quality cost. A waiver template is available in the appendix.

Logistics & Material Management requirements

The detailed information in the **Supplier Supply Chain and Logistics Manual** and/or Logistic Agreement of each plant/ productline, which is available in Jaggaer and on demand to your buyer and local supply-chain contact. Please contact for specific guidelines and requirements your supply chain / procurement contact and profit to update during audits /visits of Quality-Purchasing members. You might find also specific labels, packaging- and identification guidelines as well specifications on the product drawings. Additional refer to the actual General Terms & Conditions of Purchase.

Warranties, Liabilities and Aftersales

Field Quality Claims

In the event of a Field Quality Claim (Customer Claim), the total standard warranty costs include all parts, labor, travel time, mileage, and miscellaneous expenses are recorded in a claim and invoiced by Plant-Quality department, once the responsibility of the supplier claim has been proven. All related costs must be beard by the Supplier. Penalty fees will be applied in the event of quality notifications and delivery impacts depending to the country (watch out appendix).

Tools and tooling equipment, which are financed in whole or in part by the Buyer can only be used for the execution of the Orders of the Buyer, unless prior written consent of the Buyer. Such tools belonging to the Buyer must be recognizable as such and returned to the latter at its first request. The storage, maintenance repairing and proper insurance coverage for the tools are for the Seller's account at the conditions agreed upon by the parties or if nothing agreed, in accordance with the legal provisions applicable to a deposit agreement.

For detailed information please refer to the actual version of BOBST General Terms & Conditions of Purchase or refer to your specific Purchasing contract. By continuing to supply goods and/or services to BOBST this Supplier Manual shall be deemed acknowledged and accepted, and compliance with its provisions is expected from all suppliers.

SUSTAINABILITY, COMPLIANCE & RISKS MANAGEMENT

Sustainability is one of the four cornerstones of the strategy vision from BOBST. This is an important topic that we are integrating at each step of our strategies to be in line with the company values.

3 Drivers

I accordance with BOBST strategy, the purchasing department built a vision and a policy on sustainable procurement topic. Both are available on our website "bobst.com/sustainability".

The 3 drivers of the work done by Purchasing with their supplier on sustainability are:

- Be compliant with the current and prepare the upcoming law and regulations (RBI/CBAM/CSRD/CS3D...).

- Be in line with the requirements from our customers and markets in terms of due diligence to be sure that we are minimizing ESG (Environmental, Social, and Governance) risks through our value chain.
- Work with our suppliers to improve the performance level of our machine to optimize energy efficiency and reduce waste to improve the sustainability of our products following customers' needs

4-Steps

For answering these 3 drivers, BOBST built it a 4-steps approach. The Supplier Performance Monitoring Manager (SPMM) is in charge to coordinate and deploy this program through buyers and suppliers.

1	Commitment from Suppliers	Supplier Code of Conduct	Led by SRM With support of SPMM
2	Risk Assessments	Supplier Risk Assessment (SRA) filled by SRM	Led by SRM With training from SPMM
3	3 rd Party doc Assessments	Documentation assessment and 360° watch findings	ecovadis
4	Full assessment at suppliers'	Updated assessment including Sustainability	SDE and/or 3 rd party

Sustainability 4 steps approach

Step 1 Supplier **Code** of Conduct (SCoC)

Suppliers must validate BOBST's Supplier Code of Conduct to comply with various points. In some cases, BOBST can also validate the supplier's Code of Conduct.

Step 2 Supplier **Risk** Assessment (SRA)

The buyer responsible for the supplier (SRM Supplier Relationship Manager) will complete an internal document to analyze risks.

Step 3 **3rd** Party Documentation Assessment

This assessment must be conducted by an external and independent company capable of evaluating the supplier's current level on ESG (Environmental, Social, and Governance) topics. We recommend EcoVadis, but other options such as IntegrityNext, Sedex and Intertek can also be provided by the supplier to BOBST.

Step 4 **On** Site Assessment

If an issue is detected by BOBST or a third party, or if there is a low rating in Step 3, an on-site assessment on sustainability topics will be conducted by BOBST (SDE or SPMM) or a third party covering ESG topics. Subsequently, the supplier will implement corrective actions to improve their sustainability level for the next assessment.

EcoVadis rating (or equivalent assessment)		
Rating 0-30/100	Rating 31-49/100	Rating 50-100/100
On-site assessment done by BOBST		
Corrective actions must be implemented	Corrective actions must be implemented	
Reassessment 12 months maximum after the last result	Reassessment 24 months maximum after the last result	Reassessment 36 months maximum after the last result

BOBST supports its suppliers with training and Best Practices Manual (please ask your BOBST buyer)

Escalation Process

If a supplier refuses to sign the Supplier Code of Conduct or propose their own Code of Conduct, an escalation process will be implemented, potentially leading to the phase-out of the supplier. Additionally, if a supplier refuses to undergo a sustainability assessment or fails to implement improvements following a low sustainability assessment rating and/or high sustainability risk, similar actions will be taken.

Sustainability & Innovation

We ask all our suppliers to implement a due diligence system to ensure that their own suppliers and the value chain comply with the various points required by BOBST in the Supplier Code of Conduct, such as conflict minerals, child labor, and decarbonization. We also encourage suppliers to propose solutions that improve the performance of our machines as well as any other solutions that have a positive impact on ESG topics.

Cybersecurity

Ensuring robust cybersecurity for suppliers is crucial to protect sensitive information and maintain business integrity. Suppliers must adhere to documented security policies, implement strong access controls, and encrypt sensitive data. Regular security audits and continuous monitoring are essential to identify and mitigate risks. An incident response plan should be in place, with immediate reporting of any security breaches. Ongoing training and clear contractual obligations help maintain a high standard of cybersecurity across the supply chain. We assess our Suppliers and can provide further information. In the event of an incident inform our company immediately via your usual contacts (see next page). Guidelines we are willing suppliers to follow:

- ISO 27001: [ISO/IEC 27001:2022\(en\), Information security, cybersecurity and privacy protection — Information security management systems — Requirements](#)
- Cybersecurity awareness survey [BOBST]
- Nis2 : [NIS Directive 2 | ENISA](#)
- GDPR: [Principles of the GDPR - European Commission](#)

For IT supplier, we are adding: [What is SOC 2? A Beginners Guide to Compliance | Secureframe](#) | [Secureframe](#)

BOBST Improvement & Idea Program (BIIP)



This BIIP will embrace supplier innovations, allowing BOBST to gain competitiveness by accessing external ideas and expertise.

With this structural BOBST Improvement Idea Program (BIIP) in place we shall expect immediate and long-term success for BOBST as well as for all parties that are involved. All ideas will be visual with a decision process that brings traction and all contributors to be seen and become part of the success. We will drive:

1. **Innovation:** In close collaboration with our suppliers ensure that the latest techniques and the most cost-efficient solutions being proposed and used
2. **Partnership:** Create partnership through the generation of hands-on innovative ideas that add value and mutually beneficial
3. **Competitiveness:** Benefit from suppliers' unique insight and expert capabilities to ensure that all our purchased goods being outmost cost-optimized and competitive.
4. **Customer centric:** By using the BIIP program we may quickly adopt and implement new customer demands, industry trends and innovations.
5. **Competitive Advantage:** By embracing supplier innovation, we will gain a competitive advantage. This advantage will be beneficial also for BOBST customers and suppliers
6. **Celebration:** Ensure that suppliers and all the cross functional team partners will be recognized and awarded for their efforts and results.

Submit an explanation of the idea with timelines, the expected business impact and benefits to the buyer working with you. Your ideas will be carefully investigated and hopefully implemented for great improvements and mutual benefits. In case you have an idea that needs to be further investigated before submission, then kindly reach out to your buyer, who will gather the needed cross functional team members to polish the idea into a final and beneficial improvement idea.

! Let's do it together!

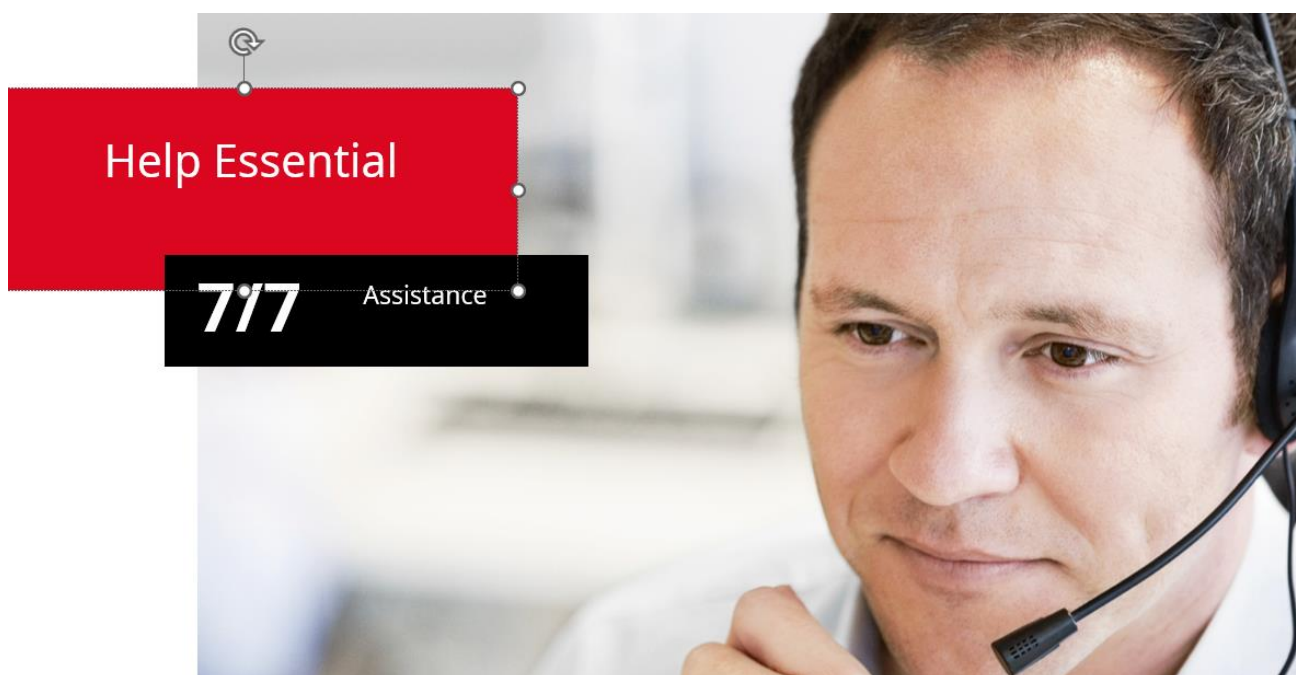
All ideas that provide added value and improvements are welcome. Find a few examples of ideas for:



How to:
Submit your ideas to
your BOBST buyer

Support

Let's Achieve Greatness Together!



For additional information on the Supplier Manual, the SPM process please contact:

Supplier Portal: <https://app11.jaggaer.com/portal/bobst>

PPAP process: call your dedicated SVE or volker.schiele@bobst.com

Sustainability, EcoVadis, RSE, CSR: call your Purchasing contact

Cybersecurity Contact for questions and questionnaire: ssa@bobst.com

General Questions : call your Purchasing contact

BIIP (BOBST Innovation Idea Program): call your Purchasing contact

Substances identified as SVHC are listed in the so-called Candidate List, see website of the European Chemicals Agency (ECHA): www.echa.europa.eu/candidate-list-table

BOBST Website Purchasing Ecosystem: [Purchasing Ecosystem | BOBST](#)

GLOSSARY

BOM: Bill of Materials	SPR: Supplier Performance Review
BUPC: Business Unit Printing & Converting	SQA/SQM: Supplier- Quality Assurance/Management
BUSP: Business Unit Services & Performances	SRA: Supplier Risk Assessment
CAP: Corrective Action Plan	SVE: Supplier Validation Engineer
CoC: Certificate of Conformity	SVHC: Substances of Very High Concern
CP: Control Plan	TCO: Total Cost of Ownership
EBA: Electrical Box Assembly	VAO: Vendor Account Owner
EMEA: Europe, Middle East & Africa	VOC: Voice of Customer
FMEA: Failure Mode and Effects Analysis	
FTR: First Time Right	
GPL: Global Price List	
CGT&C: General Terms & Conditions	
IQC: Incoming Quality Control	
JIT: Just In Time	
KAM: Key Account Manager	
KPI: Key Performance Indicator	
NC: Non-Conformity	
NCR: Nonconformity Report	
NDA: Non-Disclosure Agreement	
NDT: Non-Destructive Testing	
NPI: New Product Introduction	
OA: Order Acknowledgment	
OTIF: On Time In Full	
OTV: One Time Vendor	
PIR: Purchasing Info Record	
PO: Purchase Order	
PPAP: Production Part Approval Process	
PRR: Process Risk Review	
PRA: Preliminary Risk Assessment	
PVP: Part Verification Plan	
QC: Quality Control	
QIR: Quality Info Record	
RFP: Request For Proposal	
RFQ: Request For Quotation	
SCoC: Supplier Code of Conduct	
SCM: Supply Chain Management	
SPL: Supply Production Logistics	
SDP: Supplier Development Process	
SPM: Supplier Performance Management	

APPENDIX

Drawing Review Template



Drawing review BOBST/Supplier

PN	Supplier	Criticality status <i>Red</i>	PPAP Level	Additional Requirements
xx				

The Production Part Approval Process (PPAP) demonstrates that a manufacturing process used to produce parts to BOBST is fully developed, thoroughly tested, and capable of serial production of parts conforming the drawing and BOBST specification. The supplier is responsible for the PPAP preparation. BOBST Supplier Validation Engineer (SVE) will review the PPAP documentation prepared and submitted by the supplier prior to shipment.

Regarding the PPAP Level 1 & 2:

- The supplier is already qualified for this category of parts at BOBST.
- PPAP order will be a standard order
- PPAP documentation shall be submitted
For Bobst Lyon to Controle-Composants.lyon@bobst.com
For Bobst Mex SA to Certificates.bobst@bobst.com
For all other Bobst sites please contact your local SVE

Please name documentation with order number and items REF number (example 472510011-BSA0594192500-control report)

Regarding the PPAP level 3, 4 & 5:

- PPAP order will be placed specifically by the Buyer through a homologation (trial) order
- PPAP documentation must be fully approved by the Supplier Validation Engineer (SVE) prior the delivery to BOBST.**
- Supplier must notify the shipment date to its respective SVE and Buyer.

The list of the required PPAP documents is below:

REQUIREMENTS	Standard PO		Trial PO		
	Level 1	Level 2	Level 3	Level 4	Level 5
1 Dimensional results	R	S	S	S	S
2 Material certificate	R	S	S	S	S
3 Treatment certificate			S	S	S
4 Material performance test results			*	S	S
5 Process flow diagrams			*	S	S
6 Control plan	R	R	R/*	S	S
7 Checking aids			*	*	*
8 Packaging			S	S	S
9 Manufacturing instruction	R	R	R/*	S	S
10 Picture of the finished parts			*	S	S
11 Production Readiness Review (PPR)			*	*	B
12 Machine test reports / External Laboratory documentations				B	B
13 PFMEA					S

S = Must be provided to Bobst

R = Must be retained by supplier and provided to Bobst upon request

B = BOBST shall perform this activity

* = Additional request must be provided upon request during drawing review

By this mail, the supplier acknowledges to be informed about and having understood all specifications, logistic and quality requirements (manuals and contracts), available also through Jaggaer linked to the parts listed in the table and confirms the feasibility of the initiative.

Waiver for derogation/Concession Template

	Supplier's Derogation request : Product's non conformity		Request date :	
When to use this form?				
For any manufacturing gap to a Bobst expectations (drawing, norms, specification) : non conformed product				
Who? (requester information)				
Supplier:		Contact name at the supplier:		
Request to be sent to:	your SQA contact here	Supplier's phone contact number:		
What ? General information on the product (single part or element/cabinet)				
Type of product	Part ☐	or	Element / Cabinet ☐	
Part/element's designation			Part/element 's reference	
Qty of part ordered			Purchase order n°:	
Qty of part concerned by the request			Purchase order's line	
Project number:			Customer's name:	
Detail of the demand				
RESPONSABILITY				
Supplier	☐	or	Bobst	☐
Root cause (s) of the derogation :				
Priority Level:				
Expected response time		Risk / Impact for Bobst		
IMMEDIATE CURRATIVE ACTION				
Risk management: is there any risk/ Impact? What the recommendations to take into account by Bobst?				
Tasks to perform linked to the derogation:				
Specific tooling needed:				
Setting or control to perform:				
Corrective Action (s) plan				
Action(s) set up to avoid reoccurrence:			Effective date	
IMPORTANT POINTS				
For any deviation request this form has to be filled and sent to Bobst fully completed				
No part can be sent with a known issue without having received from Bobst an agreement with a derogation number.				
Any reoccurrence of a same derogation request will lead to a quality issue				
Any part shipped to Bobst following the acceptance of the deviation request must be individually identified with a label.				
"Dérogation N°" must be written on this label. Add this document to the shipped product.				

Part Submission Warrant (PSW) template

Dear supplier,

This mail is for informing you of the results of trial PO [NUMBER OF PO] for the components [LIST OF P/N's].

Parts have been:

- ☒ **ACCEPTED**
Components are validated and will be put in stock.
- ☐ **ACCEPTED UNDER DEROGATION**
The derogation request [NUMBER OF DEROGATION] have been accepted, parts will be put in stock.
The root cause analysis and corrective action must be shared with SVE and agreed upon.
- ☐ **PARTIALLY ACCEPTED**
The accepted lot is incomplete [SPECIFY NUMBER OF KO PARTS].
The root cause analysis and corrective action must be shared with SVE and agreed upon.
A process review is necessary to modify industrialization and/or process controls.
[A new trial order can be issued if deemed necessary, this will be discussed during process review with SVE].
- ☐ **REJECTED**
A process review will be organized with SVE, to understand the root cause(s) and the possible corrective action(s).
A new trial order will be issued if the process review will be completed positively.
[Activity could also be cancelled if after process review the SVE and supplier will not find a solution for the NC or the costs/benefits will not be positive]

Thank you

Best regards, Your SVE Team

Email notification of Trial PO PPAP result

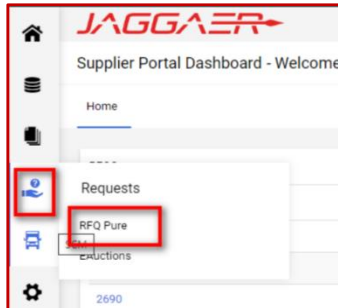
Action plan template

BOBST		Action Plan					
Pilot:		SCOPE OF ACTION PLAN :				Update Date	
						12/06/2024	
N°	Initial date	ISSUE	ACTIONS	Resp.	Due Date	Date Real	Statut (open / closed)

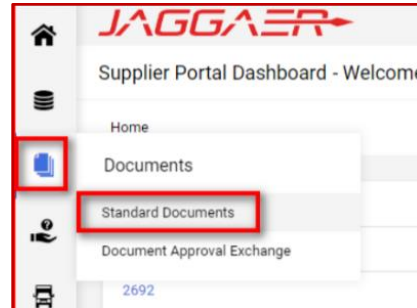
Supplier Portal "JAGGAER"

Under the menu "Standard Documents" you will find your related documents, datapack, 2D/3D, etc.. If you click on the hand symbol, you'll find the RFQ. Room for improvement, don't hesitate to contact us (contact at the end of this manual). All templates are also available at the actual version in Jaggaer!

For RFQ please click here:



To access to your technical information, it's here:

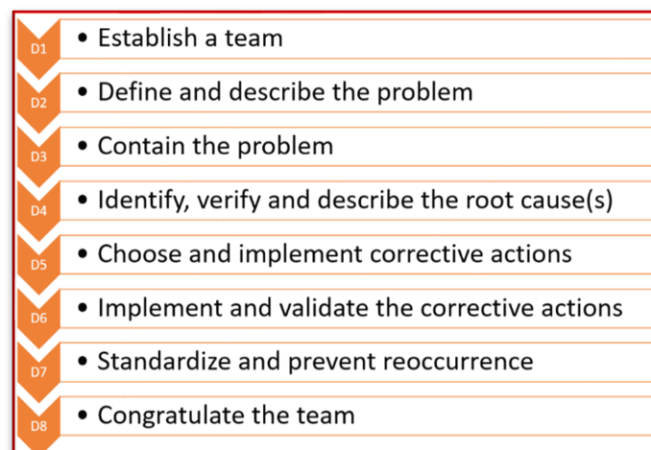


Please ask your Purchasing contact to provide access and training or troubleshooting in the case of issues.

Problem Solving **TOOLS**

8D

In the event you caused an important supplier non-conformity we will request a 8D report. This report assures in 8 steps that the issue is well treated at each level, means from its detection until closing within the team.



	8D - Report	Rev. B EN Date: 03.09.2024

Part No.:	Drawing No.:	Part Name:
Complaint Nr.:		Report Date:
Defect Description:		
Supplier:	Dept:	E-Mail:

1. Team:

Champion: 	Name: 	Department:

2. Problem Description (what, who, where, when, qty, why, picture, ...):

3. Containment Action(s):

Implem. Date:

Responsible:

% Effect:

4. Root Cause(s):

Impact/ Contribution:

Cause of Non-Detection:

5. Chosen Permanent Corrective Action(s):

Responsible:

Verification:

6. Implem. Permanent Corrective Action(s):

Implementation Date:

Efficiency Controls: 	Responsible:
---	---

7. Action(s) To Prevent Recurrence:	Yes	No	Implem. Date:	Responsible:
<i>Make a change in the product/process FMEA:</i>	☐	☐		
<i>Make a change in the test plan:</i>	☐	☐		
<i>Make a change in the drawing:</i>	☐	☐		
<i>Make a change in the work plan:</i>	☐	☐		
<i>Train employees:</i>	☐	☐		
<i>Transversal Action required.</i>	☐	☐		

8. Congratulate Your Team:

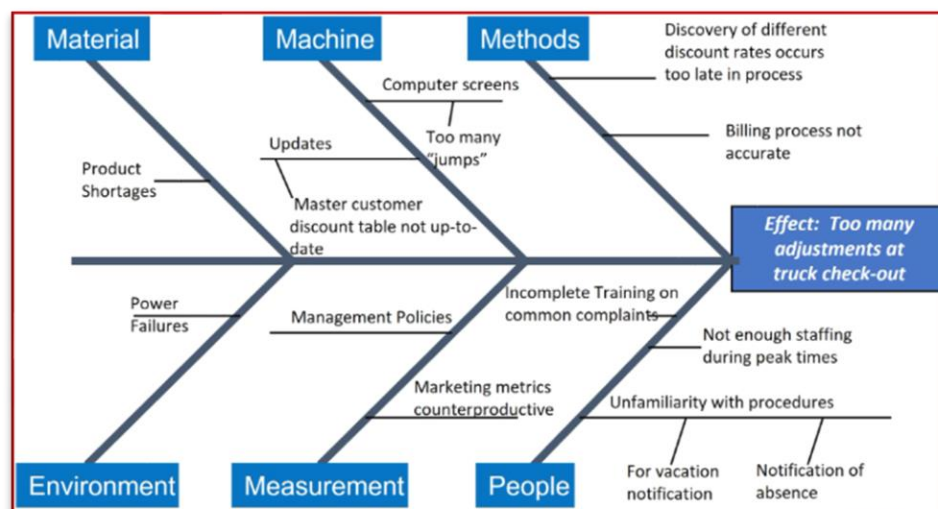
Closing Date:	Tel.:	E-Mail:	
	Reported By:	Signature	

⇒ Representative template (contact your SQA/SVE if you require a template)

Fishbone (or Ishikawa) diagram

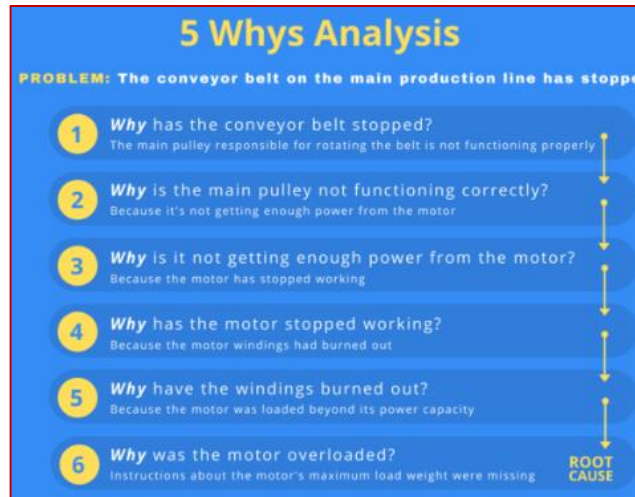
The fishbone diagram is useful when you need to identify the potential root-causes. First you gather a team of experts and brainstorm potential factors which might cause the defect. Then you vote. If information or data is missing, you need to perform test or/ and controls to identify deviations from your standard.

This is an example of a Fishbone/ Ishikawa diagram to identify potential root-causes



5 Why

The 5 Why method is used to as 5 times Why related to the identified root-causes to determine the corrective action. The final Why is the question “Why did you not detect it”. We will insist on this as we want you to detect the defect the next time by yourself!



For a dedicated template please contact your SQA/SVE

Preliminary Risk Analysis Template

BOBST Preliminary Risk Analysis (PRA)		SEVERITY		G	PROBABILITY - OCCURRENCE		P	Participants :									
Rev.001		Major business impact		100	Strong certainty that the risk will occur		1										
		Minor business impact		50	Appearance of probable risk		0,5										
		Low business impact		10	Little chance of risk occurrence		0,1										
Type of risk	description of risk	Severity	Gravity	Probability	Evaluation = G x P	Action Plan mandatory if GxP > 50 recommended if 10 et 50	Responsible	Delay	Costs	Due Date	Gravity	Probability	Final Evaluation = G max x P				
Q	C	D	Q	C	D						Q	C	D				
Technique	Stabilité de la dissolution imposée par le client problématique, non industrialisable en		50	50	100	1	100	Projet dédié à la stabilisation de la dissolution, n° 21-020 et à ses bonnes pratiques d'utilisation									

NC & SDP-Fee calculation table (per plant/country) in CHF, Euro, INR, RNB, BRL

Plant (currency)/ NC-type	BBI (€)	BLY (€)	BSA (CHF)	BSG, BFL, BNO (€)	BIN (INR)	BCL, BSL (RMB)	BBR (BRL)
Quality Claim Fee	100	100	100	100	3000	500	300
Supply Claim Fee	200	200	200	tbd	3000	500	300
SDP program	1500	1500	1500	1500	20000	8500	6500

Sustainability Vision & Policy



Sustainable Procurement Vision

Our goal is to **anticipate regulations** related to Supply Chain Due Diligence and market needs while promoting the **BOBST Industry Vision** and the **BOBST Values**.

We endeavor:

- to build a value chain that promotes **recycling, long life cycle** and **energy efficiency**;
- to seek **innovation** that will bring value to our customers;
- to limit the **Corporate Social Responsibility risk exposure** within the whole supply chain, with a special focus on human rights; and
- to take actions to improve the **environmental** and **social impact** of our supply base.

We commit to integrate in our Sourcing Process the sustainability level of our suppliers as a key business driver.

Bobst Group SA, October 2023


Sylvain Lieb
Head of Corporate Sustainability


Lorenz Gross
General Counsel & Chief Purch. Officer



Procurement Sustainability Vision

Bobst Group SA Sustainable Procurement Policy

A Journey Toward Sustainability

BOBST business has a significant role in reducing greenhouse gas emissions, improving the recyclability of materials, and promoting diversity and equal opportunity within our organization. At BOBST, sustainability means extending our corporate goals to benefit all our stakeholders to build a better future.

BOBST takes the commitment to drive operations and its supply base in a manner that minimizes environmental effects and enables a positive social impact. Sustainability becomes a core business decision factor along with risk management, quality, cost, and delivery performance. We have chosen to target the riskiest suppliers with a risk-based approach, including documentary and on-site assessments to secure the mitigation plan.

BOBST Requirements

Expectations toward all our business partners:

- Comply with BOBST's Supplier Code of Conduct as the minimum standard
- Comply with all relevant laws and regulations, and act in an ethical manner
- Meet BOBST Purchasing Sustainability goals
- Raise proactively any risks that could potentially impact BOBST business
- Offer innovative solutions to create value and improve the energy efficiency and waste reduction at BOBST and/or of BOBST's Products
- Take action to improve environmental and social impacts and share results through a 3rd party assessment body
- Promote, when available, the usage of products containing recycled materials
- Be aware of the [BOBST integrity line](#) to raise any legal or compliance concerns

BOBST will promote suppliers based on such expectations and will start gradually from 2023 to add these requirements into our key performance indicators (Quality, Cost, Delivery and Sustainability).

BOBST Purchasing Organization

BOBST aligns all its purchasing teams with the same sustainable procurement policy. Our purchasing organization proposes a safe working environment, promotes diversity, commits to fight against discrimination and builds an ecosystem aiming at continuously develop our people. BOBST Purchasing will integrate in every strategy the sustainability performance of suppliers to support the midterm supply base transformation.

Sylvain Lieb
Head of Corporate Sustainability



Lorenz Gross
General Counsel & Chief Purch. Officer



Procurement Sustainability Policy

Supplier Supply Chain & Logistics Manual

If you work with one of the below mentioned plants/ sites, please ask for the “**BST_SCM_001_PRO_052**” document:

This document has the following scope:

- ☐ Bobst Mex – BUPC – BUSP
- ☐ Bobst Lyon – BUPC – BUSP
- ☐ Bobst India - BUPC – BUSP
- ☐ Bobst Shanghai - BUPC – BUSP

For the other sites please contact your usual Bobst Supplier Quality/ Supply-Chain member

Purchasing & Trading Compliance

Case 2: You are a UK VAT registered supplier selling goods to Bobst Mex SA. You are delivering to a place within the UK or hand over the goods to a transport agent of Bobst Mex SA. You are not the exporter of records:

- United Kingdom: GB6068991210

Case 3: You are an EU VAT registered supplier selling goods to Bobst Mex SA and SHIP-TO a named place to following countries (except EMEA Hub):

- Belgium: BE0783.474.938

- Germany: DE812294604

- France: FR35810473355

- Slovenia: SI58447768

- Netherlands: NL823595730B01

Case 4: You are an EU VAT registered supplier selling goods to Bobst Mex SA and SHIP TO a named place to any EU country that is NOT Belgium, Germany, France, Slovenia or Netherlands:

VAT number: BE0783.474.938

For any **question** please contact US!