



# PURCHASING POLICY

## PURPOSE AND SCOPE

The Purchasing Policy of Sidenor defines the fundamental principles to be followed by the Purchase Department for the procurement of goods and services that are necessary for business under the best possible quality, service and cost conditions.

## FUNDAMENTAL PRINCIPLES

1. Aligning the Purchase Strategy with Sidenor's Strategy and Objectives.
2. Ensuring continuous improvement of the Purchase Process and Procedure so as to achieve excellence in the performance of the Purchase Department.
3. Having an approved supplier base for goods/services purchase management and ensuring competition and diversification of supplies among different suppliers.
4. Selecting suppliers according to the existing internal quality standard, while complying with legality, objectivity, transparency, value creation, privacy and creativity.
5. Fostering supplier development by means of long-term business relationships based on mutual growth, benefit and respect, responsibility, honesty, quality and transparency, contributing to their objectives and strategies.
6. Raising awareness of the Purchase Department personnel and the suppliers in terms of corporate social responsibility, improvement of the environment, compliance with health and safety at work regulations.
7. Performing Sidenor's goods and services purchases as the single point of contact between internal customers and suppliers in order to reach agreements and carry out purchases.
8. Fostering collaboration with and among suppliers so as to ensure compliance with this Purchasing Policy.

The Purchase Department personnel of Sidenor undertakes to **carry out all its actions with cordiality, transparency and honesty.**

Basauri, January 1st, 2019