



## Supplier Sustainability Questionnaire 2020

1 GENERAL COMPANY INFORMATION	
1.1	Company Name
1.2	Company Contact Name
1.3	Position of Company Contact
1.4	Company Publicly or Privately Held
1.5	Number of Employees
1.6	Countries of Operation
1.7	Briefly Describe the Materials or Services Provided to Arconic
1.8	Does the Company Have a Website?
1.9	Website Address (if applicable)
1.10	Name of Person Completing Form
1.11	Position of Person Completing the Form
1.12	Date Form Completed
2 HUMAN RIGHTS, LABOR AND BUSINESS PRACTICES	
2.1	The company has a Code of Conduct or other formal policy regarding business ethics for employees and suppliers which include training and compliance monitoring
<b>The written Code of Conduct or other formal business ethics policy includes:</b>	
<b>2.2 Human Rights Code of Conduct or policy?</b>	
If it exist, does it address:	
2.3	Child labor avoidance
2.4	Anti-Human Trafficking
2.5	Freedom of engagement
2.6	Equality of Opportunity
2.7	Respect for indigenous people and ethnic minorities
<b>2.8 Labor Code of Conduct, policy or standards?</b>	
If it exist, does it address:	
2.9	Benefits and deductions
2.10	Discipline and termination
2.11	Fair labor practices
2.12	Overtime hours and overtime wage rates
2.13	Equal employment opportunity and affirmative action
2.14	Work hours
2.15	Vacation and leave
2.16	Fair wages
2.17	Grievance and whistleblower protection procedures
2.18	Anti-harassment and abuse
2.19	Freedom of association and collective bargaining
2.20	Gifts, hospitality, travel, donations and charitable contributions
2.21	The company's labor policies also cover temporary workers
<b>2.22 Business Code of Conduct, policy or standards?</b>	
2.23	The company provides an ethics reporting hotline and whistleblower hotline and trains employees in its use
2.24	The Company has published Anti-Corruption and Business Conduct policies in place
2.25	The company conducts ethics, anti-corruption and business conduct training for all employees
2.26	The company performance management system is in compliance with applicable social laws and regulations
2.27	The Company has documented risk management programs which include training and compliance monitoring. Examples include financial controls, security of supply, business continuity, etc.
2.28	The Company has documented community development or support programs
2.29	Internal or external audits are conducted which include assessment of ethics, anti-corruption and business conduct systems and performance
2.30	During the past 5 years, has your company (or anyone working on behalf of your company) been convicted, fined, indicted, debarred or charged in a criminal, civil, administrative or other legal proceeding (including but not limited to any proceedings related to bribery, corruption, antitrust/unfair competition, or fraudulent or deceptive conduct)?
2.31	Is your company (or anyone working on behalf of your company) the subject of any ongoing criminal or regulatory proceeding or investigation relating to bribery, corruption, antitrust/unfair competition, or fraudulent or deceptive conduct?
2.32	Does any owner or employee of your company with decision-making authority with respect to the Arconic account have a business or non-business relationship with an Arconic employee that could influence, or appear to influence, their decision making?
2.33	The company has a policy statement and/or management system that addresses conflict minerals

3 SUSTAINABILITY	
3.1	The Company produces an annual Sustainability Report and publishes it publicly
3.2	The Company utilizes GRI, SASB or other Sustainability reporting framework?
3.3	The Company participates in external sustainability indexes
3.4	The Company incorporates sustainability into its market strategy by promoting the sustainability of products or operations as a competitive differentiator
3.5	The Company identifies the life cycle advantages / disadvantages of key products (if applicable)
3.6	The company has in place programs to identify opportunities for reduction in consumption of raw materials and has targets in place to do so
3.7	The Company assesses its suppliers to determine if suppliers have Environmental, Social and Governance (ESG) policies and programs
3.8	External stakeholders including neighbors, communities, NGOs and Government agencies are identified and engagement strategies are in place
3.9	During the last 12 months, were there any fires, explosions, serious industrial accidents, hazardous releases, or other serious EHS-related incidents at any of your facilities?
3.10	If the answer to 3.9 was yes, please provide a brief description of these incidents, including any resulting human injuries, fatalities, off-site impacts, or property
3.11	Company policies and standards apply to all facilities irrespective of which country they are located
4 EHS MANAGEMENT SYSTEMS	
4.1	The Company has published Environment, Health and Safety Policies in place
4.2	The Company has documented Environment, Health and Safety programs for employees and contractors which include training and compliance monitoring
4.3	The company has certified the environmental management systems against ISO 14001 and/or Health and Safety management systems against ISO 45001.
4.4	Management representatives are assigned responsibility for complying with all Environment, Health and Safety laws and regulations
4.5	Systems are in place to identify all applicable Environment, Health and Safety legal requirements and track any changes to laws and regulations
4.6	The company is in compliance with all applicable Environment, Health and Safety laws and regulations
4.7	The company conducts training of all employees that includes Environment, Health and Safety issues including compliance, improvement targets and other aspects
4.8	The company uses recognized risk assessment approaches to determine key Environment, Health and Safety aspects and risks
4.9	The Company obtains third party assurance for its overall sustainability program (Environmental, Social and Governance - ESG).
4.10	The company conducts regular audits of Environment, Health and Safety management systems and performance at each facility
4.11	Actions from audits are captured and managed to closure
5 ENVIRONMENT	
5.1	All required environmental and related permits are in place for each facility
	The Company sets goals and tracks and manages environmental metrics for performance improvements in:
5.2	(a) Greenhouse gas
5.3	(b) Energy
5.4	(c) Water and wastewater
5.5	(d) Solid Waste
5.6	(e) Recycling
5.7	(f) Air emissions (particulates, NOx, SOx, hazardous air pollutants, odor, other key emissions)
5.8	(g) Other Metrics - Relevant to industry
5.9	If the Company has other metrics for (g), please list them
5.10	The company reviews its environmental performance annually
5.11	The Company can provide energy data (intensity/ absolute) for products sold to Arconic (if applicable)
5.12	The Company can provide greenhouse gas data (intensity/ absolute) for products sold to Arconic (if applicable)
5.13	Do you report to CDP Water Security Questionnaires
5.14	Do you report to CDP Climate Change Questionnaires
5.15	If you do not report to the CDP, list the public source you use to disclose for water?
5.16	If you do not report to the CDP, list the public source you use to disclose for greenhouse gas and energy?
5.17	What is your primary source of energy used to make products for Arconic?
5.18	If Other is specified above, indicate what is your primary source of energy.
5.19	What is the total GHG emissions from making products for Arconic (absolute and intensity)?
5.20	A system is in place to determine opportunities to reduce freshwater use and also to manage and minimize impacts from wastewater generation and disposal?
5.21	Waste generation is assessed at each location to determine opportunities to reduce disposal volumes and associated risks
5.22	Waste management contractors including carriers and receivers are audited for legal compliance and performance
5.23	A system is in place to keep up to date inventory of all applicable emissions to air.
5.24	The company has goals and targets to reduce, reuse, and recycle the amount of packaging used for its products
5.25	All hazardous materials are appropriately stored including requirements for secondary containment, fire protection, spill control, and consideration for compatible storage
5.26	The company maintains a hazardous substance inventory and up-to-date safety data sheets (SDS) for all hazardous substances used and produced
6 HEALTH AND SAFETY	
6.1	The company has standards and procedures in place for identifying, evaluating, and controlling general safety hazards (e.g. hazards associated with equipment isolation, fall protection, electrical, mobile equipment, confined space entry, explosion, machine guarding, crane safety, and other risks associated with the industry)?
6.2	The company has standards and procedures in place for managing worker health and hygiene risks (e.g. hazardous materials, occupational exposures and assessments, medical services, respiratory protection, noise and hearing protection, ergonomics, legionella, asbestos, radiation, and any other industry-related health risk)
6.3	The company conducts training of all employees related to the safe operation of the facilities and compliance requirements
6.4	Procedures are in place to ensure appropriate machinery is well maintained and equipped with necessary safety devices
6.5	Appropriate minimal PPE is identified and provided to all employees, and all contractors are required to apply
6.6	Each location has a written emergency response plan which covers fire, explosion, evacuation, chemical or gas leaks and other relevant scenarios
6.7	Training drills are conducted regularly to test the emergency response plan
6.8	Systems are in place to ensure workers are encouraged to report workplace incidents, injuries and illnesses
7 I have read and understood Arconic's Supplier Standards (Click here to view)	