

COMMUNICATION TO SUPPLIERS AND COLLABORATORS

Dear Supplier/Colleague,

In **World Business Atelier Europa**'s pursuit of continuous improvement and in line with the ISO 9001 and ISO 14001 standards implemented in the company, we have incorporated the requirements of these standards into our Supplier Procedure. Therefore, we are reaching out to you to inform you about the main criteria on which we will base the selection and evaluation of our suppliers and collaborators.

As you play a crucial role in our system, influencing the quality and final environmental impact we deliver to our Clients/Subsidiaries through your supplies and services, and complying with the requirements of ISO 9001:2015 and ISO 14001:2015, we find it necessary to issue this communication to enhance the collaboration and improve the quality and environmental practices of our services.

Our commitment to quality and environmental management for the end user necessitates efficient means and services to carry out our operations and fulfill the significant objectives entrusted to us. Therefore, we require not only quality and reliability in products and services but also a commitment to the environment.

In line with this process, we also inform you of the evaluation criteria that we establish with all suppliers/collaborators, which include:

CRITERIA TO BE CONSIDERED:

- Quality/price ratio;
- delivery times;
- payment terms;
- commitment to the environment;
- use of reusable and ecological materials;
- waste generation minimization;
- ISO 9001 and ISO 14001 certifications.

Additionally, in the event that **World Business Atelier Europa** detects any incidents/non-conformities with you throughout the year, it will be assessed with a negative point for each diagnosed incident. All of this will determine whether you, as a Supplier, are or are not Approved for our next accounting cycle.

We look forward to strengthening ties and fostering a mutually beneficial and enduring collaboration.

Best regards,

Signed,

The Management