

Donations & Sponsorship Policy



Lluch Essence

Thriving together



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Introduction

Lluch Essence is a third generation family business, with a tradition of more than 70 years supplying aromas and fragrances to the perfumery, cosmetics, food and feed industries.

- **Mission**

Lluch Essence's mission is to ensure its customers the uninterrupted supply of the best essential oils, aromatic chemicals and blends for the flavor and fragrance industry, mainly by guaranteeing constant quality, great traceability and excellent service, which generates added value and trust with customers and suppliers.

- **Vision**

Lluch Essence aims to be a global leader in the distribution of aromatic raw materials, based on the principles of trust, transparency, quality and operational excellence. Additionally, Lluch Essence wants to promote sustainable development, enhancing integrity, growth and the relationship with customers and suppliers.

Purpose

The present Donations and Sponsorship Policy (from now on, the "Policy") is aligned and in compliance with the Lluch Essence's Code of Ethics and the Compliance Manual, reinforcing the clear commitment to its mission, vision and values.

Lluch Essence is committed to actively fight against corruption and fraud in all its forms by promoting a preventive culture based on the principle of "zero tolerance".

Lluch Essence believes in honest and objective commercial relationships; therefore, it is forbidden to give, authorize, promise or inappropriately offer money, product or anything of value to third parties, in order to obtain an economic advantage or as an incentive to make a favorable decision.

Following this commitment, this Policy aims to provide the guidelines and principles for the realization of donations and sponsorships, with the objective of establishing an ethical and appropriate scheme in the process of making donations or sponsorships on name of Lluch Essence.

Scope

The present Policy is mandatory for all Lluch Essence employees and is binding for all its personnel, regardless of the subsidiary to which they belong or the role they perform.

In the same way, the present Policy is of obligatory compliance for the natural and/or legal persons related to Lluch Essence, in that which is applicable, who in its case must assume in writing the commitment of its compliance. For this reason, this Policy will be available on the website and will be provided to all stakeholders who require it.

With the above described, this Policy establishes a basic framework for compliance in anti-bribery management in accordance with the international standard ISO-UNE37001, on Anti-Bribery Management Systems.

Definition of Donations and Sponsorships

Transparency and cooperation are an intrinsic part of Lluch Essence's DNA, which understands that as an economic agent it is committed to facilitating sustainable development between the company and the community.

Lluch Essence acts with passion and integrity, committing itself at the highest level to the principles described in the Code of Ethics and to compliance with current regulations. For this reason, donations or sponsorships must always be made under the protection of the laws in force and must never be linked, directly or indirectly, to illicit acts.

For the purposes of this Policy, donations and sponsorships are defined as follows:

- **Donation:** It is that monetary value or value in kind that is transmitted free of charge in favor of another natural and/or legal person.
- **Sponsorship:** The act of supporting or financing an activity, usually for publicity purposes.

Parameters to follow to make a Donation or Sponsorship

1. Donations or sponsorships made by Lluch Essence must be substantiated in writing.
2. Donations or sponsorships to political parties, either indirectly or directly, are forbidden.
3. It is forbidden that any donation or sponsorship is intended (or could be construed) to condition any benefit in favor of Lluch Essence.
4. It is forbidden for any member of the organization to make a donation or sponsorship in the name of Lluch Essence without respecting the procedure set out in this Policy.
5. Lluch Essence always prioritizes donations and sponsorships at a local level (understanding local level as a radius of 80km from the central offices of Lluch Essence) and those that require continuity over the punctual ones.

Scheduling and receipt of Donations and Sponsorships.

The programming and scheduling of donations and sponsorships is reviewed annually by the ESG team (esg@lluche.com), being the period for receiving a request until November of the current year, in order to have control and schedule the solidarity actions of Lluch Essence for the following year.

Donations or sponsorships that are not scheduled will not be accepted, with the exception of specific cases such as: natural disasters, armed conflicts and national and international

cooperation aid. In these exceptional cases, the approval process specified in the internal procedure for Donations and Sponsorship will be carried out.

Lluch Essence, as an economic agent of change, is determined to be a key player in the value chain through its commitment to people and the generation of a positive social impact. Thanks to the scheduling of donations and sponsorships, Lluch Essence is committed to making the corresponding donation or sponsorship, as long as the context of the organization allows it.

Approval for Donations and Sponsorships

For the approval of donations and sponsorships, it shall act in accordance with the guidelines established in this Policy and in the internal procedure for donations and sponsorships.

In case of detecting non-compliance with this Policy or having doubts about it, please contact through any of the means provided by the company:

E-mail:

- canal.denuncias@lluche.com

Image rights and external communication

The natural or legal person benefiting from the donation or sponsorship may not use images, trademarks, logos, etc., without the express consent of Lluch Essence. Likewise, Lluch Essence may not use images, trademarks, logos, etc., without the express consent of the natural or legal person benefiting from the donation or sponsorship.

Any external communication made by the natural or legal person benefiting from the donation or sponsorship must be reviewed by the Communication Department of Lluch Essence through the following email:

- comunicacion@lluche.com

Document Reference

For more information, please consult the following documents:

- Code of ethics (website)
- Equality plan (website)



Technical Director



General Manager