

Donation, Sponsorship & Volunteering Policy

Bonduelle
La nature, notre futur



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Bonduelle, through its North American division, gives back to the community through donations, sponsorships, and volunteering, contributing to a flourishing society and economy while fostering the well-being of its employees. Bonduelle is often asked for donations in the places it operates in. In the interests of effectively, efficiently, and fairly responding to requests in a manner consistent with its mission, it has adopted this Donation and Sponsorship Policy with a budget that will be reviewed on an annual basis.

General framework

This policy covers activities, causes, fundraising, and events supported by Bonduelle employees, charitable organizations, nonprofit organizations, associations, foundations, and others. Bonduelle's contributions must not conflict with its corporate mission of helping people live well through plant-based food, its social responsibility policy and pillars of intervention, or any of the following values:

People-minded

Mutual respect, listening skills and close relationships between employees. Ensuring physical safety

Integrity

Complying with our commitments, acting honestly and transparently

Trust

Learning to delegate, contributing to team spirit whilst allowing others to try new things

Simplicity

Promoting common sense, encouraging a friendly environment and maintaining sincere human relationships

Excellence

Making performance and high quality a priority

Openness

Being available, tolerant and encouraging creativity

Fairness

Ensuring objectivity, setting a good example and guaranteeing a profit-sharing system

Objectives

This policy has the following objectives:

01.

Provide a framework for assessing and selecting requests for donations and sponsorships

02.

Facilitate and encourage requests from employees and the community

03.

Maximize the effects of what Bonduelle does



Forms of community support

Bonduelle's community support takes three forms:

Donations

Money, materials, or food (Bonduelle products) given to a charity for charitable purposes to help it achieve its objectives.

Sponsorships

Public sponsorships: contributions in the form of money, materials, or food (Bonduelle products) to a nonprofit in furtherance of its objectives, in exchange for public, community, or industry visibility.

Commercial sponsorships: contributions in the form of money, materials, or food (Bonduelle products) to a nonprofit organization or enterprise to promote Bonduelle consumer product brand. Requests for this type of contribution may be transferred to the sponsorship policy of a Bonduelle brand.

Volunteering

Volunteering as a representative of Bonduelle to serve the community. Volunteer work may be at the initiative of an employee, Bonduelle, or an outside organization.



Pillars of intervention

Requests for donations or sponsorships must rest on at least one of five pillars of intervention:

- 01. Food security**
Ensuring that people have the material and financial ability to secure sufficient amounts of healthy, nutritious food.
- 02. Nutrition and healthy eating**
Promoting and encouraging healthy eating that includes substantial amounts of vegetables
- 03. Community cultural vitality**
Supporting the cultural, social, and economic life of the communities where Bonduelle is located
- 04. Health and well-being**
Promoting human health and encouraging healthy, active lifestyles
- 05. The environment**
Protecting the environment with initiatives to address water, biodiversity, climate change, sustainable agriculture, and other issues



Levels of intervention

Bonduelle operates at two levels:

- 01. National Causes:** Bonduelle chooses a limited number of major corporate causes that are obligatorily common to all of the company's regions.
- 02. Local or Regional Causes:** Bonduelle intervenes with donations and sponsorships adapted to the regions where it operates production sites or offices as well as the regions where it carries out commercial activities.

Bonduelle's actions may take the form of gifts of money or Bonduelle food products or volunteer work by employees during their work hours. More than one form of action may be used for the same initiative.



Eligibility

In order for a donation or sponsorship request to be considered and accepted by Bonduelle under this policy, it must meet the following requirements:

- Address at least one pillar of intervention and do not conflict with any of them.
- Are made on behalf of an organization or enterprise that is duly registered with the local authorities.
- If made by a Bonduelle employee, show that the employee or member of the employee's immediate family (spouse and children) is involved or participating in whatever the donation or sponsorship is for.
- Be in line with Bonduelle's mission, social responsibility policy, and values.
- In the case of a sponsorship, demonstrate that it is a citizen initiative, implemented in a region where Bonduelle operates a production site or offices with a radius of 10 km adjusted for population density.

Exclusions

The following requests for gifts or sponsorships will not be considered:

- Requests from private foundations not registered with legal authorities, political or religious organizations, university student associations, interest groups, or institutions that are controversial or that contradict Bonduelle's official position.
- Requests on behalf of an individual for the realization of an individual's personal projects or sponsorship. (scholarships, sporting events, trips and excursions, personal assistance, etc.). Personal initiatives or donations made in the name of an individual are not permitted.
- Requests for funding to support wages.
- Requests for memorial donations.
- Requests for funding to cover the current operating expenses of an organization or enterprise (rent, electricity, and so forth).
- Requests for commercial sponsorships, which will be considered under each brand's sponsorship policy.

Assessment criteria

The following are considered in deciding which requests to accept:

- Description of the mission or objectives of the organization or enterprise
- Detailed description of the impact of the initiative
 - The needs it meets
 - The expected results
 - The group or individuals who will benefit
 - The number of people who will benefit
- Explanation of how it will align with Bonduelle's pillars of intervention
- Description of what Bonduelle is being asked to contribute
- Description of the visibility Bonduelle will receive
- Attestation of the long-term viability of the organization or enterprise
- Proof that administrative expenses are legitimate and that Bonduelle's contribution will mainly go to the beneficiaries



Processing of requests

Requests for donations or sponsorships will be processed in five steps:

01.

Application

Applicants, be they Bonduelle employees or representatives of organizations or enterprises, must apply by submitting this [online application form](#), available on Bonduelle digital platforms. Phone, email, fax, or in-person applications will not be considered unless an application form is received first. Application forms must be submitted at least two months (60 days) before the event or activity in question. Applications must include complete contact information for the organization or enterprise, as well as its letterhead, registration numbers, and banking information, the value or amount requested, a budget for the initiative, a commercial sponsor visibility plan, and so forth.

02.

Assessment of the application and decision

All applications are examined within a reasonable time according to the criteria in this policy. Bonduelle reserves the right to approve or reject applications at its sole discretion. Bonduelle's engagement is for one year. Renewal is not guaranteed and recipients may be required to apply again. Bonduelle may ask for additional information at any time in the process, either to complete the application or for use in making a decision.

03.

Responding to applicants

Bonduelle will provide written notice of its decision within a reasonable time, be it positive or negative. Notice of acceptance will include Bonduelle's offer to contribute.

04.

Agreement

The application and offer accepted by Bonduelle and the organization or enterprise will be the subject of an agreement signed by the two parties.

05.

Followup

Bonduelle reserves the right to require reports on the use of funds or products, the objectives achieved, and Bonduelle's visibility, as applicable.

Value of contribution

The financial value or product amount contributed will be decided in consideration of the express needs of the organization or enterprise and Bonduelle's project assessment. Bonduelle reserves the right to promote and make use of its association with the project at its sole discretion. To encourage employee engagement, Bonduelle facilitates the approval of requests and provides them with exclusive opportunities as described in Appendix 1.

Conditions of payment or product donations

Payments or deliveries of Bonduelle products must be made directly to the organizations or enterprises in question. All payments will be made by electronic transfer. There will be no direct payments or product donations to individuals, including employees.

Roles and responsibilities

Donations and sponsorships are managed by the Communications Department, which is under Bonduelle's Marketing Division. The Marketing Division reserves the right to overrule decisions made under this policy if deemed appropriate or for strategic purposes. Such a change must be approved by Bonduelle's Executive Committee or by the director. The Executive Committee reviews donation and sponsorship strategy and budget on an annual basis.

Accountability

The Marketing Department, under which fall communication marketing operations, keeps track of donation and sponsorship outlays based on the authorized budgets and successful attainment of objectives.



Budget

The donation and sponsorship budget is set annually as part of the Bonduelle business plan. Cash and product amounts and volunteer hours must remain within the budget for the financial year in question. Unless otherwise stated, the amounts paid under this policy must be used in the year for which they are budgeted.

Approval, updating, and publication process

Bonduelle's Donation and Sponsorship Policy is available on its digital platforms. The policy is approved by the Executive Committee and reviewed periodically without official notice to make sure it remains meaningful and up-to-date.



Legal notices

The fact that a given organization meets all the eligibility criteria in this policy may not be construed as a guarantee of Bonduelle's support.

Bonduelle gives to foundations, associations, and other similar recognized bodies that advocate for causes aligned with Bonduelle's pillars of intervention. It does not give to individuals participating in activities connected to those causes.

Donations or sponsorships in no way engage Bonduelle for the future and have no express or implied influence on Bonduelle's ordinary business operations.

Solicitation of Bonduelle employees internally is not permitted.

APPENDIX 1

To encourage employees to take an active part in community undertakings as volunteers, Bonduelle has special eligibility rules and assessment criteria exclusively for them, as given in Appendix 1.

These rules apply exclusively to all permanent Bonduelle employees who apply to an organization or enterprise duly recognized by local authorities and for which the employee or the employee's spouse or children are not paid and are active as volunteers, participants, or members.

Request for monetary or product donations

- Bonduelle will give preference to contributions in products, the value of which corresponds to the employee price schedule with a maximum value equivalent to a monetary gift of \$2,500 (see attached schedule).
- For financial donations, Bonduelle awards the maximum amount of \$250 per collaborator per request*. For product donations, Bonduelle grants products with a market value of a maximum of \$250 per collaborator per request. Bonduelle accepts up to two separate requests (financial contribution and/or product) per fiscal year for a maximum annual amount of \$500 per collaborator. Proof of participation is mandatory.
- Bonduelle accepts up to a maximum of 10 employees per request for a maximum of \$2,500 per request. Proof of participation is required.
- In the event that more than 10 employees take part in a single event, a maximum of \$2,500 may be awarded to the organization, renewable every quarter for a maximum of \$10,000 per financial year (from July to June).
- If the Marketing Department agrees to a commercial sponsorship, the amount awarded by the Human Resources Department is deducted from the commercial sponsorship.
- Requests not adhering to this policy must be accompanied by an explanation and be approved by the Vice President, Marketing.
- Any donation or sponsorship over \$500 must be approved a second time by the Vice President, Marketing.

* Requests for donations covering registration fees for associations or sports activities for employees' children are excluded from this policy.

APPENDIX 1



Requests to volunteer

- Requests to volunteer are subject to the same process as requests for donations and sponsorships and must be submitted a minimum of two weeks before the date of the activity.
- Bonduelle pays for 8 hours of volunteering during normal working hours per year per employee. Hours are paid straight time, no premiums applicable. Bonduelle reserves the right to authorize additional hours of volunteering for corporate volunteer activities.
- Written attestation of the employee's volunteer contribution must be provided by the recipient organization.
- Employees are responsible for obtaining approval from their immediate supervisor before the event.
- Volunteer paid hours must be entered in the corporate payroll system.
- Managers may deny requests to volunteer for the following reasons:
 - Detrimental effects on productivity
 - Unsatisfactory employee productivity and performance
 - Need for a supplementary resource to make up for hours lost to volunteering