



# SUPPLIER GUIDING PRINCIPLES

## Foreword

At O-I, we believe that glass is already the most sustainable packaging material. To help glass realize its full circular potential, we are focused on continuously making our manufacturing processes more sustainable. This includes aligning our supplier relationships with these outcomes by fostering relationships with suppliers who share similar values. Our sustainable procurement vision is an extension of our company-wide sustainability agenda.

Sustainable procurement is about acknowledging the broader impact that our purchasing decisions have on our people, the environment, and our overall sustainability performance. As part of a broader ecosystem of customers and suppliers, O-I recognizes that collaboration across our value chain is essential to advancing sustainable procurement – and sustainability as a whole. This is why we have integrated sustainability into our internal and external performance criteria, which drives continuous improvement.

To support this vision, we have updated our *Supplier Guiding Principles* with a strengthened emphasis on managing environmental impacts.

**Join us by committing to our Supplier Guiding Principles and actively engaging in shaping a more sustainable future.** Together, we put the power of glass within reach of everyone, every day.



**Randolph L. Burns**  
Chief Administrative & Chief Sustainability Officer



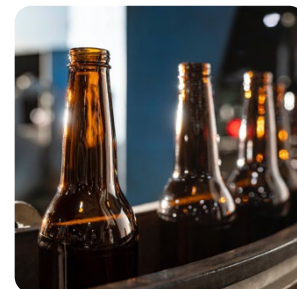
**Donato Giorgio**  
Chief Supply Officer

# PURPOSE



## Company Overview

At O-I Glass, Inc., we love glass. We're proud to be one of the world's leading producers of the most sustainable packaging: the glass container. We serve and partner with thousands of customers in beer, wine, spirits, food, and nonalcoholic beverages, sectors, many of whom produce the world's best-known food and beverage brands (see [www.o-i.com](http://www.o-i.com) for more information).



## Our Sustainability Vision

Our company vision is to be the most innovative, sustainable, and chosen supplier of brand-building packaging solutions. While we believe glass packaging is already the most sustainable choice, sustainability at O-I is about more than what we make. It is about how we make it – and the interconnected ecosystem of our suppliers, customers, employees, and communities.

Our vision at the procurement level is that we are part of an ecosystem of suppliers and foresee that collaborating with our value chain is the key driver to enhance our sustainable procurement performance.

## Our Commitments

O-I is committed to complying with all applicable laws, including those related to environmental, social and governance matters, and adhering to high ethical standards.

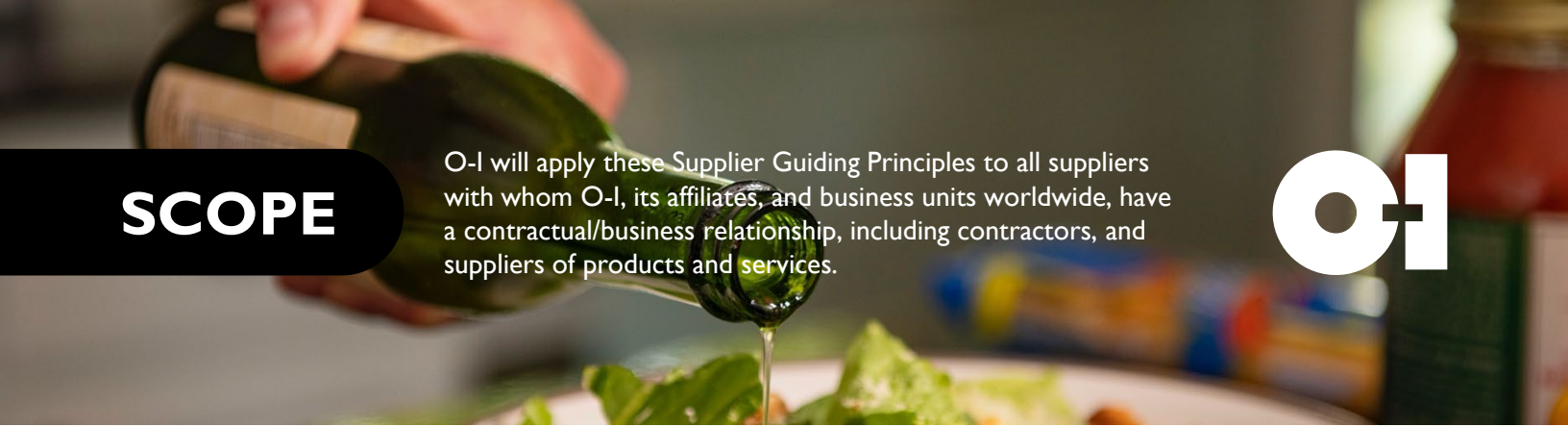
O-I Glass, Inc. periodically updates its Global Code of Business Conduct and Ethics, which applies to all directors, officers and employees of O-I and its subsidiaries, affiliates and joint ventures in which O-I has management control.

Sustainable Procurement at O-I is about contributing to a better world by integrating sustainability requirements at each and every step of the procurement process and in the way we make aligned decisions. Our goal is to minimize our environmental impact, balance economic impacts throughout the product lifecycle, and improve the social wellbeing of our communities and supply chain. We care about the sustainability performance of our entire supply chain because we have our future at heart. To achieve this objective we aim to strengthen cooperation and accountability within our supply chain.



## Our Expectations

We expect suppliers with whom O-I has a contractual/business relationship to comply with these Supplier Guiding Principles and kindly ask for a formal acceptance in return. Furthermore, O-I expects that its suppliers will manage their supply chains in a manner consistent with these Supplier Guiding Principles.



# SCOPE

O-I will apply these Supplier Guiding Principles to all suppliers with whom O-I, its affiliates, and business units worldwide, have a contractual/business relationship, including contractors, and suppliers of products and services.



## ENVIRONMENT

- 1. Workplace Health and Safety:** Suppliers will provide employees with working conditions that are in compliance with all applicable laws and regulations regarding workers' health and safety. Suppliers will work to identify and prevent Health & Safety risks that may impact O-I employees, locations and other users of their products and services. All suppliers visiting O-I locations will review required training and must meet O-I's Health & Safety requirements. In addition, all incidents and near misses shall be reported to the location point of contact no later than the end of the working shift.
- 2. Environmental Practices:** O-I suppliers will be expected to meet applicable environmental laws and regulations in their operations and to develop and implement plans and programs to correct any non-compliant practices. O-I also expects its suppliers to minimize their negative impact on biodiversity, optimize the energy and water consumption as well as recycled glass use, and minimize the pollution of water and air.
- 3. Emissions:** O-I suppliers will apply energy efficient and environmentally friendly technologies to reduce their greenhouse gas emissions. O-I values sustainability and is pursuing scope 3 reductions as aligned with a 1.5 degree pathway as per the SBTi framework. We expect suppliers to participate in setting science-based targets by 2028.
- 4. Sustainability:** As makers of the world's most natural and sustainable package, O-I has incorporated sustainability into its business practices from the beginning. O-I encourages its suppliers to promote sustainability in their operations by reducing consumption, extending the life of products used in the manufacturing process, and decreasing waste. O-I also encourages its suppliers to actively engage in the communities they serve and use reasonable efforts to ensure that its sub-suppliers and subcontractors comply with the aforementioned principles.

## SOCIAL

### 1. Compliance with Labor Laws and Regulations:

- **Minimum Age for Employment** – Suppliers will not employ anyone under the legal working age as defined by local law.
- **Forced Labor** – Suppliers will not use forced or involuntary labor.
- **Human Trafficking** – Suppliers will comply with all applicable laws prohibiting human trafficking and modern slavery.
- **Abuse and Harassment** – Suppliers will not use corporal punishment or other forms of physical or sexual harassment or abuse of their employees, including mental or verbal abuse and threats.
- **Freedom of Association** – Suppliers will recognize and respect each employee's right to associate with any legally sanctioned organization. The rights of labor unions must be respected.
- **Work Hours, Work Week and Payment of Wages** – Suppliers will comply with all applicable local laws and ensure a minimum living wage proportionate to local living standards.
- **Workforce Development** – Suppliers will assure appropriate resources and trainings to develop their employees.

- 2. Human Capital:** At O-I, we believe we are better when we reflect the world we serve and we all feel welcome and have equal access to opportunities. We expect our suppliers to maintain workplaces that are non-discriminatory and inclusive on the basis of race, color, sex, gender identity, sexual orientation, national origin, ethnicity, mental or physical disability, medical condition, age, religion or beliefs, veteran or military status, parental status, pregnancy or any other legally protected characteristic.

## SOCIAL

**3. Conflict Minerals:** In politically unstable areas, the minerals trade can be used to finance armed groups, fuel forced labor and other human rights abuses, and support corruption and money laundering. These so-called 'conflict minerals' such as tin, tungsten, tantalum and gold may potentially be incorporated in the making of some equipment. U.S. law requires O-I and other U.S. publicly traded companies to make certain disclosures regarding conflict minerals that have originated in the Democratic Republic of the Congo or an adjoining country. O-I expects its suppliers to provide the information needed for O-I to comply with its reporting obligations to the U.S. regulators including whether any conflict minerals are contained in components and materials supplied to O-I. O-I expects that its suppliers will support efforts to eradicate the use of conflict minerals that directly or indirectly finance or benefit armed groups in the Democratic Republic of Congo or adjoining countries.

## GOVERNANCE

- 1. Legal Requirements:** Suppliers will comply with all applicable laws and regulations in providing products and services to O-I.
- 2. Anti-Corruption:** Suppliers acting on behalf of O-I must comply with the U.S. Foreign Corrupt Practices Act and the U.K. Bribery Act, as well as all local laws dealing with bribery of government officials. In connection with any transaction as a supplier to O-I, or that otherwise involves O-I, the Supplier must not make or offer bribes, payments, or anything of value, directly or indirectly, to any government official, employee of a government-controlled company, or political party, in order to obtain or retain business or any other improper business advantage. Suppliers acting on behalf of O-I are prohibited from making facilitating payments to government officials.
- 3. Conflicts of Interest:** All O-I employees must avoid transactions or activities that result in, or give the appearance of, a conflict between personal interests and those of O-I. This would include any financial or other relationship with a supplier. Suppliers should not employ or otherwise make payments to any O-I employee during the course of any transaction between the supplier and O-I.



- 4. Gifts, Meals, and Entertainment Offered to O-I employees:** O-I employees are prohibited from accepting anything more than occasional and modest gifts, meals, and entertainment from suppliers. From a USD standpoint, modest gifts, meals, and entertainment would include items valued at less than \$100 USD. This includes business meals, sporting events or activities, travel and accommodations, concerts, etc. Gifts of cash or cash equivalents, such as gift cards, are prohibited.
- 5. Antitrust and Competition Law:** In connection with any transaction as a supplier to O-I, or that otherwise involves O-I, the Supplier must comply with all applicable antitrust and competition laws.
- 6. Protecting Confidential Information:** Suppliers who have been given access to O-I's confidential information as part of the business relationship must not share this information with anyone unless authorized to do so by O-I in advance.
- 7. Supplier Promotional Activities:** O-I recognizes that suppliers may occasionally wish to engage in externally-facing promotional activities, such as press releases, advertising, presentations, social media posts, etc., about the work they do for O-I, or simply the fact that they do work for O-I. However, as a standard practice, O-I does not endorse such initiatives. Suppliers are precluded from any external promotional activities in conjunction with a contract with, or work done for, O-I. In very rare departures from this general policy, O-I will consider an exception if it is in the best interest of the company. Exceptions must be approved by O-I's respective business owner, Procurement, and Corporate Communications. In such cases, any proposed promotional materials must be approved by O-I in advance.
- 8. Trade Compliance:** O-I expects its suppliers to comply with all applicable international trade laws and regulations, including those regarding embargoes, boycotts and other economic sanctions.
- 9. Business Records:** O-I expects its suppliers to keep accurate and up-to-date records of matters related to their business with O-I, and to demonstrate compliance with applicable laws and regulations as well as these Supplier Guiding Principles.

**10. Reporting Potential Misconduct / Whistleblowing Policy:** O-I provides all internal and external stakeholders the opportunity to raise a concern about possible illegal or unethical conduct through a secure Ethics and Compliance Helpline. The Helpline is a confidential, multilingual reporting mechanism available 24/7 via the telephone or the Internet. Suppliers who believe that an employee of O-I, or anyone acting on behalf of O-I, has engaged in illegal or otherwise improper conduct, should report the matter to O-I. The supplier can contact the employee's manager or O-I's Ethics & Compliance Office or use O-I's Ethics and Compliance Helpline via [www.oietics.com](http://www.oietics.com), or the telephone numbers listed on the Helpline website. A supplier's relationship with O-I will not be affected by a report of potential misconduct made in good faith.

**11. Communications:** O-I expects its suppliers to take appropriate steps to communicate these Supplier Guiding Principles to their employees and own suppliers.

**12. Monitoring:** These Supplier Guiding Principles will be incorporated into all new or renewed commercial agreements between suppliers and O-I, its affiliates and business units. Suppliers will be expected to certify their compliance with these Supplier Guiding Principles at O-I's request, and to authorize O-I and its designated agents (including any third parties) to engage in monitoring activities, including on-site inspections based upon reasonable notice.

**13. Compliance:** O-I expects its suppliers to adhere to and conduct their business in accordance with these Supplier Guiding Principles.

- O-I encourages a continuous improvement approach by its suppliers to achieve compliance with these Supplier Guiding Principles including ongoing risk assessments and the implementation of appropriate actions to mitigate identified risks.
- When O-I becomes aware of any actions or conditions not in compliance with these Supplier Guiding Principles, such actions or conditions will be reviewed, and appropriate corrective measures will be implemented.
- Additionally, O-I expects that any non-compliance with these Supplier Guiding Principles, which could have a significant effect on O-I's business, is to be promptly reported to O-I by the supplier. Any such notification should be made to the attention of O-I's Chief Ethics and Compliance Officer via email using the following address: [compliance@o-i.com](mailto:compliance@o-i.com)
- In situations involving non-compliance, O-I and its suppliers will develop ways to correct the non-compliance including a commitment from the supplier to correct the non-compliance within an appropriate timeframe. If there is no commitment from the supplier or a lack of corrective measures, O-I will consider taking appropriate corrective action that may include ceasing to do business with the supplier.



## O-I's SUPPLIER GUIDING PRINCIPLES

### SIGNATURE

Supplier's Name: \_\_\_\_\_

Supplier's Authorized Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_