

# SUSTAINABLE PROCUREMENT POLICY

## CREAPLAN



Company Name: Creaplan Group

Effective Date: 30 April 2026

Next Review: 30 April 2027

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### PURPOSE OF OUR POLICY

At Creaplan, we recognise that procurement plays a crucial role in reducing our environmental impact and upholding ethical business practices. This Sustainable Procurement Policy ensures that we integrate environmental, social, and ethical considerations into all purchasing decisions and work with suppliers who share our commitment to sustainability and continuous improvement.

This policy aligns with our broader sustainability goals, including reducing waste, lowering carbon emissions, promoting circular design in exhibition stands, and ensuring responsible sourcing of materials across our value chain.

Sustainable procurement goes beyond traditional cost, quality, and delivery considerations by including lifecycle impacts, resource efficiency, and ethical practices, as highlighted in the Better Stands guidance.

## SCOPE OF THE POLICY

This policy applies to all procurement activities carried out by Creaplan, ensuring that sustainability is embedded into every purchasing decision.

### INTERNAL TEAMS:

- Procurement
- Operations teams
- Project managers and designers
- Warehouse and logistics teams

### DIRECT SUPPLIERS:

Companies providing materials and services directly to Creaplan, including:

- Wood and metal suppliers
- Carpet and flooring manufacturers
- Graphics and signage providers
- AV and lighting suppliers
- Furniture and modular stand component suppliers
- Logistics and transport partners

### SUBCONTRACTORS AND SECONDARY SUPPLIERS:

- Any third-party companies supplying materials or services indirectly through our direct suppliers

## SUSTAINABILITY STANDARDS

Creaplan commits to the following sustainability standards for all exhibitions stand procurement:

### Sustainable Materials

- All wood must be FSC- or PEFC-certified
- Metals must be recycled or fully recyclable
- Plastics must be recycled or bio-based; single-use plastics are avoided wherever possible
- Carpets and textiles must be reusable, recyclable, or made from recycled materials
- Materials must be designed for reuse, modularity, and disassembly

### Waste Reduction

- Suppliers must minimise packaging and use recyclable or biodegradable materials
- Reusable transport packaging (crates, pallets) must be prioritised
- Suppliers are encouraged to implement take-back schemes for materials
- Offcuts and surplus materials must be reused or recycled

### Energy and Carbon Efficiency

- Suppliers must use energy-efficient production processes
- Preference is given to suppliers using renewable energy
- Local sourcing is prioritised to reduce transport emissions
- Logistics partners must optimise transport routes and reduce deliveries

### Circular Design for Exhibition Stands

- Priority is given to modular and reusable stand systems
- Graphics and components must be reusable where possible
- End-of-life solutions (recycling, repurposing) must be planned at procurement stage

### Ethical and Social Responsibility

- Suppliers must comply with fair labour practices
- No child labour, forced labour, or unsafe working conditions
- Suppliers must ensure transparency in sourcing and supply chains

## Certifications and Compliance

- Suppliers must hold or be working towards recognised certifications such as:
  - ISO 14001 (Environmental Management)
  - ISO 20121 (Event Sustainability)
  - ESSA Sustainability Accreditation
- Preference is given to suppliers with verified sustainability certifications

## SUPPLIER EVALUATION AND SELECTION

Creaplan will assess supplier sustainability performance using the following process:

- **New Suppliers:**
  - Must demonstrate sustainability commitment through certifications, policies, or evidence
- **Supplier Assessment:**
  - Suppliers are evaluated based on environmental, social, and ethical criteria
  - Use of scorecards to compare sustainability performance
- **Ongoing Monitoring:**
  - Regular supplier reviews and audits
- **Non-compliance:**
  - Suppliers must implement corrective action plans
- **Supplier Collaboration:**
  - Creaplan will work with suppliers to improve sustainability performance

## MONITORING AND CONTINUOUS IMPROVEMENT

Creaplan is committed to continuous improvement in sustainable procurement practices:

- **Policy Review:** This policy will be reviewed and updated annually
- **Performance Monitoring:** Supplier performance will be tracked through audits and KPIs
- **Industry Engagement:** We will engage with industry initiatives such as Better Stands
- **Innovation:** We will actively seek new sustainable materials and solutions

## COMMUNICATION AND IMPLEMENTATION

To ensure effective implementation:

- The policy will be communicated to all employees, suppliers, and stakeholders
- Procurement teams will receive training on sustainable sourcing practices
- Sustainability criteria will be integrated into procurement procedures
- Progress will be reported internally and externally

## OBJECTIVES OF THIS POLICY

By implementing this Sustainable Procurement Policy, Creaplan aims to:

- Reduce environmental impact through responsible sourcing
- Minimise waste through reuse, recycling, and circular design
- Lower carbon emissions across the supply chain
- Promote ethical labour practices
- Strengthen partnerships with sustainable suppliers
- Position Creaplan as a leader in sustainable exhibition stand design

SIGNATORY

This policy is endorsed by:

Name: Michael Debaveye

Job Title: Group CEO

Company: Creaplan Group

Date: 30 April 2026

**Michael DEBAVEYE**

Signature: \_\_\_\_\_  
CEO  
Creaplan nv

Created by: Gregory Desomer on 27 April 2026

Reviewed by: Vincent Lievens on 28 April 2026

Next review by: Management on 30 April 2027