



Supplier Social & Environmental Responsibility Requirements



The following Supplier Social and Environmental Responsibility (SER) requirements apply to any Supplier doing business with HP and are part of any contract with an HP legal entity that obligates a Supplier to comply with HP's sustainability requirements or policies, including the Supplier Code of Conduct.

For purposes of this section, the term "Supplier" refers to any party who provides goods or services for HP's internal use or in connection with a product that is sold, provided, or marketed by HP.

Supplier represents and warrants that it will:

- Comply with all applicable laws and regulations and require their suppliers to do the same (including labour agencies).
- Read and understand:
 - [HP's Human Rights Policy](#)
 - [HP's Supply Chain Social and Environmental Policy](#).
 - [HP's Supplier Code of Conduct](#) (also known as HP's Responsible Business Alliance or HP RBA)
 - [HP's Student and Dispatch Worker Standard for Supplier Facilities in the People's Republic of China \(PRC\)](#), if applicable
 - [HP's Supply Chain Foreign Migrant Worker Standard](#)
- Comply with applicable environmental specifications and requirements set forth in [HP's General Specification for the Environment](#).

Additionally,

- The suppliers who recycle or dispose of HP electronic hardware products or materials, comply with the [Vendor Requirements for Hardware Recycling](#)
- The suppliers who recycle or dispose of printing supplies, comply with the [Vendor Requirements for Supplies Recycling](#)
- The suppliers and Sub-suppliers who provide reuse, refurbishment, or remarketing services of electronic hardware products, parts, and components on behalf of HP, comply with the [Vendor Requirements for Hardware Reuse](#)

Promptly upon request by HP, Supplier agrees that it will:

- ✓ Review and sign [HP's Supplier Sustainability Agreement](#).
- ✓ Complete [Supplier Self-Assessment Questionnaire](#) (External Link)
- ✓ Obtain HP's review and feedback of the Supplier Self-Assessment Questionnaire and create an improvement plan with defined timeline and metrics.
- ✓ Cooperate in periodic on-site audits and assessments.
- ✓ Provide clear and accurate reporting to HP

Instructions to complete and submit the online Supplier Self-Assessment Questionnaire (SAQ)

If requested by HP, access the RBA-ON platform using the instructions provided with the invitation. Register the appropriate facility/corporate information and complete your SAQ. Within the platform, please share your SAQ with HP by granting access rights.

Further instructions are available in the online [RBA-ON tool](#) (External Link)