



SUSTAINABLE PACKAGING AT

EL PUERTO DE LIVERPOOL

LAST UPDATED:
May 28, 2024

El Puerto de Liverpool





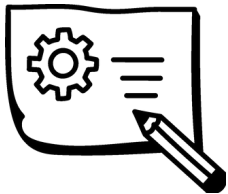
A. OBJECTIVE

Comply with legal and operational guidelines for the acquisition of all merchandise that needs to be protected, decorated and transported by the customer, generating sustainable competitive advantages and 360 strategies (strategies based on the principles of circular economy), without sacrificing the demands of our customers.



B. SCOPE

This policy applies to El Puerto de Liverpool businesses that require the packaging of merchandise and interact with customers through all channels (“omnichannel”).



C. RULES:

Supply

- 1) All suppliers selling materials necessary to comply with this policy must be certified in accordance with policy FIN-POL-2019 8 9-Supplier Certification

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2) Procurement is responsible for acquiring all products necessary for the protection, adornment and transportation of merchandise, i.e.: Carrying Bags, Gift Bags, Suit Holders, Jewelry, Hooks, Garbage Bags, Bows, Wines, Click & collect / Apartado / Remote Sales, Restaurants and Gourmet (containers), based on the SIES Tool.

3) The sustainable packaging process is carried out in accordance with the “Sustainable Packaging” Procedure. (Annex 2)

4) Suppliers must be asked for the technical data sheets of the packaging offered by the supplier and the certifications they have (among them: renewable origin, compostability, and recyclability).

5) Any initiative in the packaging system will need to have a financial analysis, prepared by the Finance area, to determine the financial viability of the initiative. This evaluation must be made known to the Director of the requesting area and must be part of the decision elements for the development of the initiative.

6) It is the responsibility of the operations area to prioritize the consumption of all packaging inventory whose age exceeds 6 months after having been acquired. The Procurement (Supplies) area notifies the user and/or operations in advance to indicate to the stores the consumption of the same.
Note: The implementation of a replacement package must be accompanied by the plan it replaces.

Prepared	Reviewed	Authorized	Effective since
Jacqueline Juárez	Felipe Suberville Eduardo Rosendo Octavio Zúñiga Mauricio Sánchez Rocío Gómez Edgar Enrique Silva	Alejandro Mallet Alejandro de la Riva	May 10, 2021

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In the event that the Procurement area does not receive a response within 10 working days after notifying the user area, it may determine the optimal use of the inventory in accordance with legal, financial, environmental and brand restrictions. Likewise, the cost of such inventory will be charged to the cost center of the user area.

7) Products that have no movement in the warehouse or inventory in a period of 1 year from the opening of the SKU's are written off previously informing the user.

8) Modify the storage condition to not keep inventory of those items that are identified as slow moving. Advertising (Brand Governance)/Marketing

9) Develops and/or approves the models of the products that are acquired following the advertising and/or marketing processes, also complying with what is established in accordance with the Intellectual Property Policy.

10) In the same sense, the acquired product must have the rights of the trademarks, ensuring that they are not non-original, fake, replicated or copied products that infringe intellectual or industrial property rights of third parties, or that the trademark, patent, design, etc. registration has not been granted by the competent authority.

11) When the packaging designs have been created internally by El Puerto de Liverpool or some of its subsidiaries, the responsible area must request the corresponding Intellectual Property registration from the Regulations and Compliance Department of the Legal Department. SubDirectorate of Regulations and Compliance of the Legal Department

12) Informs the Procurement area when there are regulatory changes that require some type of adjustment or change in the products to comply with legal provisions. It also modifies annex 2 in which such changes will be reflected.

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Remodeling and Environment/Sustainability and Environmental Management

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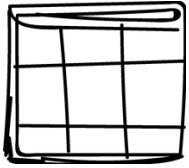
13) Analyzes and recommends the best alternatives from the environmental perspective of packaging.

14) Evaluates all packaging modification initiatives through the “SIES TOOL” tool, which defines the viability of packaging acceptance for its development based on the following ranges: discontinue or modify, replace or modify, modify, monitor and conserve (Annex 3).

15) Considers as a decisive variable within the “SIES TOOL” (Annex 3) that the packaging to be developed can be within the corresponding circular economy process.

16) Defines and updates the list of certified laboratories or institutions from which laboratory analyses will be accepted.

https://docs.google.com/spreadsheets/d/1vhZnrD-j0dCL83djsNIgLu125DSIta4YTyoJUtIDD_s/edit?usp=sharing



E.TABLE OF APPROVALS

Prepared	Reviewed	Authorized	Effective since
Jacqueline Juárez	Felipe Suberville Eduardo Rosendo Octavio Zúñiga Mauricio Sánchez Rocío Gómez Edgar Enrique Silva	Alejandro Mallet Alejandro de la Riva	May 10, 2021