**Supply Chain Management Plan / Annual Review report**Reviewer: Sako Baderian
Review date: April 28, 2021

**Step 1**
Requirement: to establish strong company management systems
Actions Taken:
1. We adopted a "Supply chain policy" which we have also emailed to all our suppliers and suggested them to also adopt such a policy and encouraged them to communicate with their own suppliers the same way we do. This policy is also publicly available on our website.
2. We have appointed Sako Baderian to be responsible for our supply chain management plan. His duties, among others, would be to get the required updated info from our suppliers and to check for any risks (red flags).
3. We have Strengthened company engagement with suppliers by using regular emails, phone calls, and also by sending them materials related to responsible sourcing.
4. We established a new "Supply chain grievance mechanism" which was uploaded on our company website.

**Step 2**Requirement: to identify and assess risks in the supply chain
Actions Taken: We have created a Supply chain Risk Management Plan report, in which all relevant info of each supplier can be updated and any sign for risk (if any) can be immediately analyzed and determined.

**Step 3**Requirement: to design and implement a strategy to respond to identified risks
Actions Taken:1.The findings of the supply chain risk assessment are reported to Company's CEO and/or to the Senior manager of Policy implementation and a detailed risk management plan has been adopted.
2. Our Company's senior manager of Policy implementation (Sako Badrian), who also manages, updates and reviews the Company's supply chain management plan - is regularly trained by Company's general counsel.
3. Communications with stakeholders on Company’s supply chain due-diligence activities are carried out by meetings, phone calls or emails.

**Step 4**
Actions Taken: RJC COP audit is scheduled to be conducted during July this year (2021)