



Signet Responsible Sourcing Training Webinar

SRSP Compliance Report, Third-Party Due Diligence, and Environmental and Social (E&S) Reports

September 2023



TOPICS FOR TODAY



Corporate Compliance

- Third-Party Due Diligence Questionnaire (DDQ)



2023 SRSP Overview

- Signet Responsible Sourcing
- Compliance with the SRSP
- Warranty Statement Requirements
- RJC Membership
- 2023 Signet Audit Policy

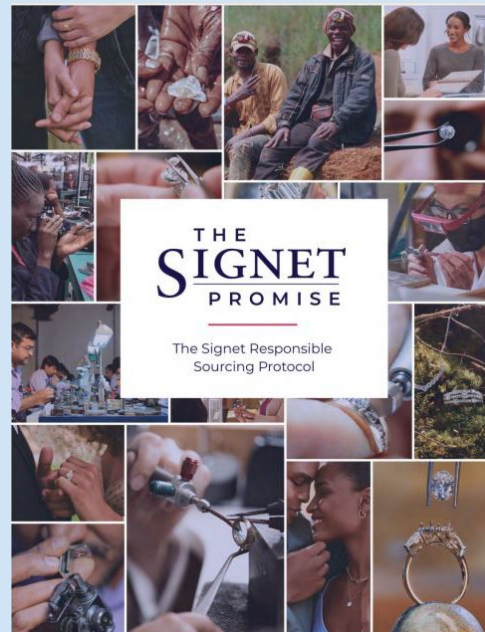


Responsible Sourcing Website

- [Signetresponsiblesourcing.com](https://signetresponsiblesourcing.com) Overview
- Accessing the website
- Completing 2023 Required Compliance Reports

Help and Support

Contact us!



Slide 2



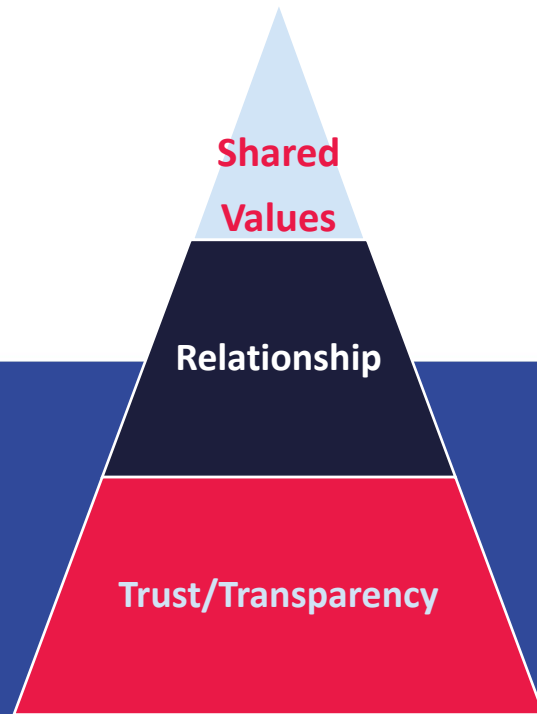
Corporate Compliance

Corporate Compliance – Signet Responsible Sourcing

Our customers trust that the products and services we offer reflect our commitment to shared values.

Values-Based Processes & Procedures

- ❑ **Third Party Due Diligence**
 - ✓ Due Diligence Questionnaire (DDQ Report)
- ❑ **Risk Assessment**
 - ✓ Signet Responsible Sourcing Protocol Report (SRSP Report)
 - ✓ Kimberley Process
 - ✓ Environmental and Social Report (E&S Report)
- ❑ **Onboarding**
 - ✓ Contact Info: Names and Emails
 - ✓ Policies & Procedures
 - ✓ Documentation
- ❑ **Monitoring**
 - ✓ RJC Membership
 - ✓ Signet Audits
- ❑ **Performance Review**
 - ✓ Contract/Invoice review
 - ✓ Product inspection
 - ✓ On-Time completion of compliance process



Slide 4



Corporate Compliance



Love for Our Planet and Products

We take our Purpose-Inspiring Love-to heart and that means diligent attention to ensuring our products are responsibly sourced for our customers and our planet.

Our Shared Commitment

- ✓ We value knowing our strategic partners
- ✓ Our commitment means knowing the quality and characteristics of products
- ✓ As a publicly-traded company our investors expect responsible sourcing.
- ✓ As a trusted supplier you are an extension of our commitment to excellence

Our Shared Execution

DEADLINE: October 31, 2023

- ✓ Submit SRSP, DDQ and E&S Report

ESCALATION: November 15, 2023

- ✓ reports generated for senior management review of noncompliant suppliers.

RECOGNITION: December 15, 2023

- ✓ Recognize suppliers that timely submitted the SRSP, DDQ, and E&S Reports and demonstrate a commitment to responsible sourcing with the Signet Promise Certificate of Completion.



Signet Responsible Sourcing Protocol (SRSP) Overview

The Signet Promise – Our Commitment

***"We promise that all our products are responsibly sourced,
and we use our scale for good to advance human rights while preserving our planet."***



Our Four-Layered Approach To Fulfilling our Promise:

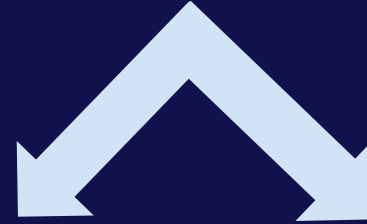
1. Created and implemented award-winning, open-source Signet Responsible Sourcing Protocol (SRSP) in 2012.
2. Actively leads and participates in Responsible Jewellery Council (RJC) -- including SDG Taskforce, Board of Directors and numerous committees.
3. Adheres to the Kimberley Process, an international certification program regulating rough diamond trade. Designed to prevent the flow of conflict diamonds, while helping protect the legitimate trade in rough diamonds.
4. Serves as an active member of the World Diamond Council (WDC), and audits WDC's System of Warranties (SoW), extending effectiveness of the KP beyond the export and import of rough diamonds to include polished diamonds.

Slide 7



SIGNET RESPONSIBLE SOURCING

SIGNET'S COMMITMENT TO RESPONSIBLE SOURCING IS A TWO-PRONGED APPROACH



FOR COMPANIES

Responsible Jewellery Council membership and RJC certification reassures Signet of suppliers' responsible business practices.

FOR PRODUCTS

Compliance with the Signet Responsible Sourcing Protocol (SRSP) reassures Signet of the integrity of our supply chain and the products we sell.



RESPONSIBLE
JEWELLERY
COUNCIL



Signet Responsible Sourcing

The Responsible Jewellery Council (RJC)

- The Responsible Jewellery Council (RJC) is the only auditable jewelry industry standards and certification organization, with over 1,700 members globally.
- Signet's primary audit assurance is through supplier's Responsible Jewellery Council certification audit with the Code of Practices 2019.
- Signet requires all suppliers of covered products to become Certified RJC Members over time.



Compliance with the SRSP – a Guideline

SRSP
compliance
criteria and
requirements
include but
are not
limited to:

Conducting Due Diligence	<ul style="list-style-type: none">• Map your supply chains <u>For metals (gold, 3Ts, silver, platinum)</u>, identify and certify the sources of your metals, preferably to a refinery. <u>For natural diamonds and gemstones</u>, list your suppliers, categorize the sources and list all identified entities in the supply chain. <u>For lab grown diamonds</u>, list all facilities, factories (wholly owned or third parties) where LGDs are manufactured or grown.• Ensure compliance with all active sanctions.
Establishing Company Policies and Procedures	<ul style="list-style-type: none">• Putting in place appropriate company policies (e.g., compliance with KP, Conflict Minerals). Establish and implement procedures which ensure the sourcing of your products do not contribute to human rights abuses. Establish Management Systems, a Know Your Counterparty (“KYC”) policy, AML policy, and Terms of business with your suppliers, ensuring your Terms of business require compliance with all current sanctions. Conduct testing of diamonds, LGDs and colored gemstones.
Maintaining Documents and Evidence	<ul style="list-style-type: none">• Keep all information and documentation related to your due diligence, a copy of your SRSP compliance report, invoices, delivery notes, certifications, which will be required for your RJC certification audit and SRSP Report audit.



2023 Warranty Statements for all suppliers

- **All suppliers** are required to include the SRSP and diamond warranty statement on **all** invoices, **even** if you do not supply gold, 3Ts, diamonds (natural or lab grown), silver, PGMs, or colored gemstones.
- By including the Signet SRSP warranty statement on each invoice/delivery note you are certifying that no precious metals, diamonds (natural or lab grown) or colored gemstones of Russian origin purchased after February 24, 2022, are included.

SRSP: *“The seller warrants that these products have been supplied in compliance with the Signet Responsible Sourcing Protocol (‘SRSP’).”*

WDC SoW: *“Any natural diamonds herein supplied have been purchased from legitimate sources not involved in funding conflict and in compliance with United Nations Resolutions and corresponding national laws. The seller hereby guarantees that these natural diamonds are conflict-free and confirms adherence to the WDC SOW Guidelines.”*

For LGDs only: *“Any laboratory-grown diamonds herein supplied comply with the SRSP and are warranted not to include any natural diamonds or any material which is not laboratory-grown diamond. ”*



2023 Signet Audit Policy

Signet's Audit Policy

Signet Supplier Audit Requirements

SIGNET SUPPLIERS RJC MEMBERSHIP STATUS	SIGNET SUPPLIERS AUDIT REQUIREMENT
NON-RJC MEMBER	<p>YES, third-party audit of SRSP (documentation audit) may be required.</p> <p>YES, ethical audits may be required.</p>
NON-CERTIFIED RJC MEMBER	<p>YES, third-party audit of SRSP (documentation audit) may be required.</p> <p>YES, ethical audits may be required.</p>
<p>RJC-CERTIFIED MEMBER FOR THE CODE OF PRACTICES 2019 Membership must cover all entities under the control, influence, or common ownership of the supplier that are involved in Signet's supply chain as per the SRSP.</p>	<p>NO, third-party audit of SRSP (documentation audit) will not be required.</p> <p>NO, ethical audits will not be required.</p>

Signet Supplier Audits:

1. RJC Certification
2. SRSP Report
3. Ethical/Factory

RJC Certification Audits: What to Expect?

- RJC Members will be contacted by the RJC prior to the certification audit to provide specific details of the audit process.
- The scope of Signet suppliers' RJC Certification audit must include all materials (e.g., gold, natural diamonds, colored gemstones (natural ruby, sapphire, emerald), silver, and platinum) from all locations supplied to Signet (as confirmed by SRSP Report).
- An audit of the supplier's most current SRSP compliance report is also required.
- Refer to the [2023 SRSP Audit Guidance](#) for full details.

SRSP Report Audit: What to Expect?

- If you are selected for a SRSP Report audit:
 - Signet will notify you to request the audit.
 - Select an audit firm from the list of RJC accredited auditors.
 - Schedule the audit with the audit firm and advise Signet the date of audit.
 - Ensure the compliance criteria and all documentation requirements are met.
 - Upon completion of the audit, provide Signet a copy of the audit report via info@signetsrsp.com.
 - Refer to the [2023 SRSP Audit Guidance](#) for full details.

Ethical Audits: QIMA

- QIMA is Signet's preferred audit partner. Additional audit partners may be used as needed based on factory geography.

Scope of QIMA Ethical Audits

- ◆ Hygiene, health and safety
 - ◆ Waste management
 - ◆ Labor practices, including forced labor, worker representation, disciplinary practices and discrimination.
 - ◆ Child and young labor
 - ◆ Working hours and wages
-



Ethical Audits: What to Expect?

- If you are selected for audit:
 - Signet will reach out to you and request a complete list of factories that supply product sold to Signet.
 - The list of factories will be submitted to QIMA.
 - QIMA will reach out directly to factories to schedule the onsite audit.
 - The cost of the audit is dependent on the number of factories.
 - The cost will be deducted as a chargeback from a Signet generated invoice.



HOW TO COMPLETE YOUR REPORTS

- Signet Responsible Sourcing (SRS) Website and Online SRSP, DDQ and E&S Reporting



THREE REPORTS REQUIRED (for suppliers to all banners)

**DUE
OCTOBER 31,
2023**

SRSP Report

Product Information:

- Supply chain due diligence
- RJC membership status
- Compliance with relevant SRSP appendices

DDQ Report

Company Profile Information:

- Headquarter location
- Number of all locations and employees
- Corporate structure
- Supplier / company due diligence

E&S Report

- Diversity and inclusion
- Facilities in water stressed areas
- Collection of Green house gas emissions data

- All companies will be required to acknowledge compliance with Signet's Russia Compliance Policy in both the SRSP and DDQ Reports.
- All Reports are completed at <https://signetresponsiblesourcing.com>:

Website Overview

<https://signetresponsiblesourcing.com/>

- Resource Library / SRSP Toolkit
- Supplier Account Sign In
- Completing Your Annual Reports
- SRSP, DDQ and E&S Report Review Process
- Supplier Support

The screenshot shows the homepage of the Signet Jewellers Responsible Sourcing website. The top navigation bar includes links for HOME, RESOURCE LIBRARY, SUPPLIER SUPPORT, and SUPPLIER SIGN IN. The main content area features a large blue banner with the text "WELCOME To Signet Responsible Sourcing" and a graphic of a hand holding a diamond. Below this are three images: a woman holding a baby, hands working on a piece of jewelry, and a necklace with a diamond pendant. A dark grey bar below the images contains the text "A Resource for Suppliers to Signet Jewellers". The main body of the page contains text explaining the Signet Responsible Sourcing Protocol (SRSP) and its commitment to responsible sourcing. A diagram titled "SIGNET'S COMMITMENT TO RESPONSIBLE SOURCING IS A TWO-PRONGED APPROACH..." shows two paths: "FOR COMPANIES" (Responsible Jewellery Council (RJC) certification) and "FOR PRODUCTS" (Compliance with the Signet Responsible Sourcing Protocol (SRSP)). The footer includes copyright information for Signet Jewellers Limited 2023, links for Terms of Use, Privacy Policy, and a small logo.

SIGNET JEWELLERS HOME RESOURCE LIBRARY SUPPLIER SUPPORT SUPPLIER SIGN IN

WELCOME
To Signet Responsible Sourcing

A Resource for Suppliers to Signet Jewellers

The Signet Responsible Sourcing Protocol, now part of the Signet Promise, is an independently auditable program created for the industry by Signet Jewellers that has largely been adopted around the world as the most consumer-focused product assurance program. Today, it covers all the precious metals and stones we sell.

We promise that all our products are responsibly sourced, and we use our scale for good to advance human rights while helping preserve our planet. Our Promise is designed to inspire Love and Inskill trust. It is based on our industry leadership in responsible sourcing and our four-layered consumer confidence approach holds our global suppliers and ourselves to high ethical standards.

For more than a decade, Signet has taken a leadership role in the development of harmonized industry guidance and standards for many years to ensure our jewelry is made with integrity and sourced from a supply chain that is held to a high standard. Signet is dedicated to the continuous improvement of the integrity of the global jewelry supply chain.

SIGNET'S COMMITMENT TO RESPONSIBLE SOURCING IS A TWO-PRONGED APPROACH...

FOR COMPANIES
Responsible Jewellery Council (RJC) members and RJC certification reassures Signet of suppliers' responsible business practices.

FOR PRODUCTS
Compliance with the Signet Responsible Sourcing Protocol (SRSP) reassures Signet of the integrity of our supply chain and the products we sell.

Signet believes that a responsible, conflict-free supply chain is fundamental to the reputation of the jewelry industry as a whole, and we are committed to continue our efforts to advance responsible sourcing throughout the supply chain.

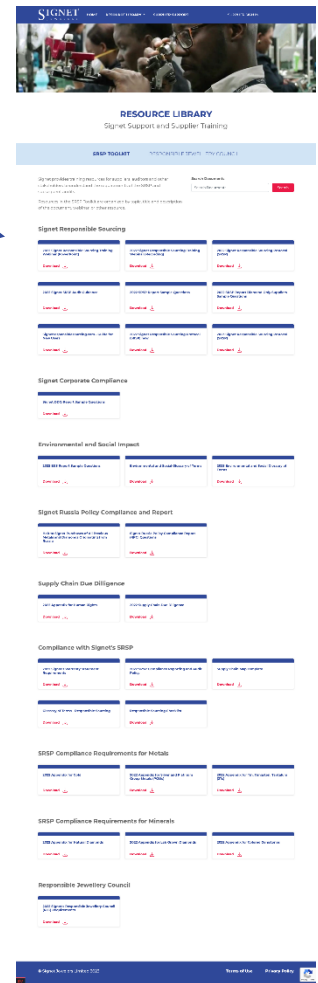
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Website Overview – Resource Library

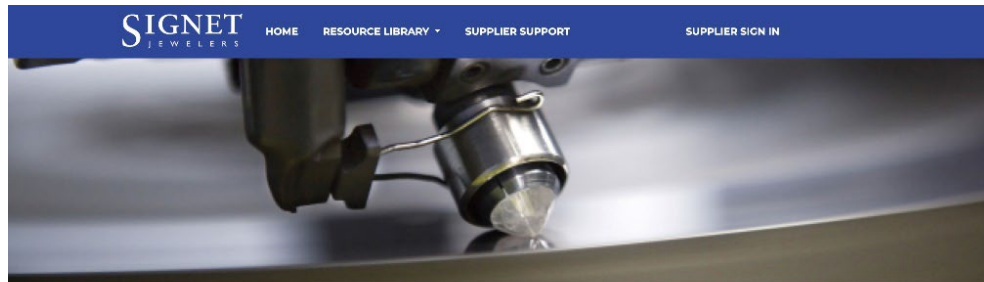


SRSP Toolkit:

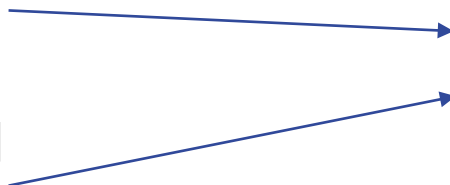
- Under **“Resource Library,”** you will find key resources for online viewing or downloading:
 - SRSP Toolkit (includes 2023 SRSP, audit guidance, copy of this webinar, Supply Chain Map template, etc.)
 - Responsible Jewellery Council information



Website Overview – Supplier Sign In



- Enter E-mail address
- New password you created



SIGNET RESPONSIBLE SOURCING

Email

Password

[Reset Password](#) [Log In](#)

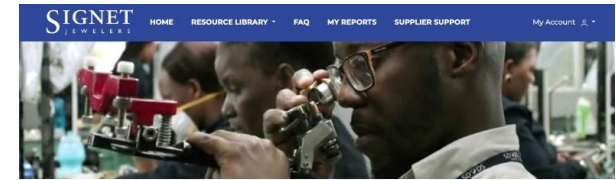
All suppliers to Signet are required to complete applicable reports (i.e., SRSP, DDQ, and EAS Report), depending upon what you supply to Signet. Once logged in, please ensure you are familiar with the documentation on the website found in the "SRSP Toolkit" for additional instruction and guidance.

For additional information, please [contact us](#).

Website Overview – Online Reports

“My Reports”

- 2023 SRSP Report
- 2023 DDQ Report
- 2023 E&S Report



SIGNET AVAILABLE REPORTS

Please select the report you wish to complete:



September 01, 2023

2023 SIGNET DDQ REPORT

Required for all existing and potential new Signet suppliers.

[LAUNCH REPORT](#)



September 01, 2023

2023 Signet SRSP Report

Required for all Signet suppliers.

[LAUNCH REPORT](#)



September 01, 2023

2023 Signet Environmental & Social (E&S) Report

Required for all existing and potential new Signet suppliers.

[LAUNCH REPORT](#)



Website Overview

Compliance Reports – Timing

- All suppliers to Signet are notified by email from info@signetsrsp.com to complete the SRSP, DDQ and E&S Reports at signetresponsiblesourcing.com
- Signet's SRSP policy requires all suppliers to complete compliance reports annually.
- October 31, 2023 - All online reports must be completed.
- Senior management will be advised of noncompliant suppliers.
- Report Confirmation Numbers are required for the annual Signet Vendor Buying Agreement (VBA) or other contracts as applicable.

Website Overview

Completing the SRSP Report:

- One or more vendor numbers will be displayed
- One SRSP report for all vendor numbers can be completed by selecting ALL vendor numbers
- If the supply chains differ by vendor number, separate reports can be completed



SIGNET SRSP REPORT

The Signet Responsible Sourcing Protocol Compliance Report

Please select the vendor number(s) you are completing a SRSP Compliance report for. If you are reporting for multiple vendor numbers and the responses are different, please select and complete reports individually.

If you are reporting for multiple vendor numbers and the responses are the same, you can complete one report for all vendor numbers by selecting All that apply.

You can review your report at any time prior to submission. This report will be saved automatically which allows you to partially complete and submit at a later date. Once you submit your report, it will be unavailable for further updates pending review by Signet.

Business Unit	Vendor Name	Vendor Number	Status
A & I	Kate Vendor #1	000000021	In Progress
A & I	Kate Vendor #2	000000032	In Progress
A & I	Kate Vendor #3	000000023	In Progress

CONTINUE TO THE PROGRESS SUBMIT

RESET THE PROGRESS SUBMIT

Signet Jewelers believes a reasonable, conflict-free supply chain is fundamental to the reputation of the jewelry industry and its future. Signet is a founding and certified member of the Responsible Jewellery Council (RJC), RJC membership and subsequent certification measures Signet of our suppliers' responsible sourcing practices and therefore requires all its suppliers who sell gold, platinum, silver, natural diamonds, and colored gemstones to be members of the RJC. All suppliers to Signet are required to participate in a continuous due diligence on their own supply chains, in accordance with the OECD's Due Diligence Guidance for Responsible Mineral Supply Chains and ensure that the metals and minerals they supply are responsibly managed, and are "conflict-free" and sourced with respect for human rights.

Please reference Section 3 of the Signet Responsible Sourcing Protocol (SRSP) for specific supplier requirements relative to supply chain due diligence.

Signet has produced global guidance for all suppliers called the Signet Responsible Sourcing Protocol ("SRSP"), which is aligned with international guidance and standards, and identifies compliance criteria to ensure Signet's supply chain is responsibly sourced.

The SRSP outlines the procedures that Signet suppliers must follow to ensure sourcing of all products, or portions thereof, gold, tin, tungsten, tantalum (3TG), natural diamonds, silver, platinum, group metals (PGM), colored gemstones (natural stones, ruby, sapphire, etc.), and lab-grown diamonds (LGD), are responsibly sourced.

All suppliers to Signet are required to complete the annual SRSP report. If you supply ONLY lab-grown diamonds or polished diamonds, or colored gemstones, you are required to complete the SRSP Report.

Please ensure the person completing the report on behalf of your company is familiar with the SRSP, and especially the compliance criteria listed in the appendices.

Website Overview

SRSP Report Content

- Suppliers of only “diamonds” answer questions only relevant to diamonds
- Identify any changes in supply chain
- Acknowledge due diligence requirements
- Confirm RJC membership status
- Confirm whether “**compliant**” or “**not compliant**” with the SRSP appendix for any metal or mineral.
- Attest the information and answers provided in the report are true.

The screenshot shows a web interface for the 2023 Signet SRSP Report. At the top is a dark blue navigation bar with the Signet Jewelers logo and links for HOME, RESOURCE LIBRARY, FAQ, MY REPORTS, and SUPPLIER SUPPORT. A user account link 'My Account' is on the right. Below the navigation bar, the page title is '2023 SIGNET SRSP REPORT'. A progress bar is shown with a red dot at the end. The question is 'Q 13.0 Do you attest that the information and answers provided in this report are true to the best of your understanding?'. There are two radio button options: YES and NO. Below the question is a 'Reference resource link' and two buttons: PREVIOUS and NEXT. At the bottom of the form area, it says 'Please reference Signet's [privacy policy](#)'. The footer contains '© Signet Jewelers Limited 2023', 'Terms of Use', and 'Privacy Policy' with a small icon.

Website Overview

Compliance Assessment Dashboard

- A summary of all questions and responses on one page prior to submitting a report.
- Link to make updates to responses is available for each question.

SIGNET JEWELERS HOME RESOURCE LIBRARY FAQ MY REPORTS SUPPLIER SUPPORT My Account J.

COMPLIANCE ASSESSMENT DASHBOARD

Completed
Review your submissions and edit as necessary. Once you are satisfied, please click "proceed" to continue with your submission.

Q 1.00
Does your company currently or plan to supply diamonds, natural or lab-grown, colored gemstones (loose rough, or polished, or set in jewelry), gold, tin, tungsten, tantalum, silver, platinum group metals (PGMs), used in any product, including components and findings, to Signet?
Please note: If you provide repair services, or are a supplier of only loose natural or lab-grown diamonds, or are a broker, trader, or auctioneer in natural or lab-grown diamonds, you should reply "YES."
A: no [Go to question](#)

Q 1.02
Does your company provide jewelry or other materials that do not include gold, 5% silver (PGMs), natural or lab-grown diamonds, colored gemstones, or provide a service not including repairs to Signet?
A: no [Go to question](#)

Q 1.04
Please identify what product or service you currently, or plan to supply Signet?
A: test [Go to question](#)

Q 11.0
If you would like to make any comments or grievances to Signet, please write them below:
A: no [Go to question](#)

Q 11.1
If you think Signet needs to be aware of any additional risks or concerns which you can identify in your or in others' supply chains, please include them below.
A: test [Go to question](#)

Q 12.0
Do you plan to (or have you) include the SRSP warranty statements on all your documentation?
A: [Go to question](#)

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Website Overview

Submitting the SRSP Report

- Upload any supporting documentation to verify your claims
- Update Compliance Officer contact information if required
- Submitting the report, places it in a “pending” status

The screenshot shows the Signet Jewelers website interface for submitting an SRSP report. At the top, there is a dark blue navigation bar with the Signet Jewelers logo and links for HOME, RESOURCE LIBRARY, FAQ, MY REPORTS, SUPPLIER SUPPORT, and My Account. Below the navigation bar, a section titled "PLEASE ADD ANY SUPPORTING DOCUMENTS." contains instructions: "Supporting documents, i.e., terms of business, copies of invoices, delivery notes, etc., to validate your SRSP compliance report answers can be uploaded here." It also states, "It is not mandatory to upload documentation to submit your report." There is a "Choose file" button with a "CHOOSE FILE" label. Below this, a paragraph explains that upon submission, the report goes pending review and approval, and the user will receive an e-mail from info@signetsrsp.com with their SRSP Confirmation Number and a copy of their SRSP report responses. A light blue box contains the text "All items required unless noted." The form includes fields for First Name (Teresa), Last Name (tester), Email Address (teresatest@gmail.com), and Title. There is also a Phone number field with a note: "Numbers only (no spaces or special characters)". At the bottom, there is a checkbox for "By submitting I'm agreeing that all information is current and accurate." and a red "SUBMIT" button.

Website Overview

SRSP Report Approval and Confirmation Number:

- Report reviewed and approved by Signet Responsible Sourcing Team
- You receive a copy of the report (PDF) and SRSP Confirmation Number via e-mail from info@signetsrsp.com.
- 2023 SRSP Confirmation Number required for the Signet VBA, other contracts or agreements as applicable.

The logo for Signet Jewelers, featuring the word "SIGNET" in a large, serif font above the word "JEWELERS" in a smaller, sans-serif font, all in white on a dark blue background.

Your SRSP Report for Has Been Approved!

SRSP Confirmation Number and Report Responses Inside

Dear Valued Business Partner,

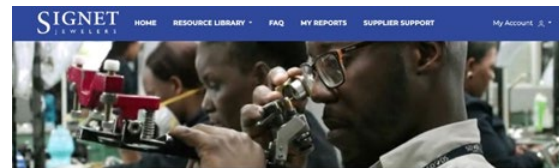
Thank you for your continued support of Signet Jewelers' initiatives relating to responsible sourcing and for the successful completion of the 2023 SRSP Report.

Your 2023 SRSP Report has been approved!

The SRSP confirmation number, which is required for the Signet VBA and other contracts or agreements as applicable is:

Completing the Signet DDQ and E&S Report

- Return to “My Reports”
- Since both reports are completed for your entire company, when you launch the report, only one vendor number will be displayed for you to select
- Please ensure you complete both the Signet DDQ Report and 2023 E&S Report



SIGNET AVAILABLE REPORTS

Please select the report you wish to complete:



September 01, 2023

2023 SIGNET DDQ REPORT

Required for all existing and potential new Signet suppliers.

LAUNCH REPORT



September 01, 2023

2023 Signet SRSP Report

Required for all Signet suppliers.

LAUNCH REPORT



September 01, 2023

2023 Signet Environmental & Social (E&S) Report

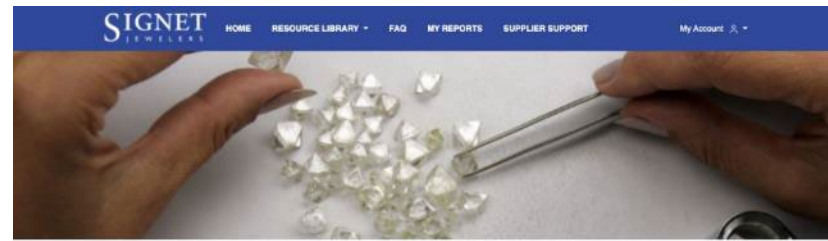
Required for all existing and potential new Signet suppliers.

LAUNCH REPORT

Website Overview

Supplier Support:

- If you have any questions, you can reach us through the “Supplier Support” contact form.
- A “FAQs” page is also available which contains a list of the frequently asked SRSP and RJC-related questions.
- **Reminder:** All 2023 SRSP, DDQ and E&S Reports are due by October 31, 2023.



SUPPLIER SUPPORT

Please enter your contact information as below, indicating the reason for your inquiry. A member of Signet's Responsible Sourcing team will respond as soon as possible. We look forward to working with you.

All items required unless noted.

Name

Email Address

Phone Number

* Allowed characters: 0-9

Inquiry Type

Message





Thank You!

Contact Information:

- SRSP, E&S Report questions, contact info@signetsrsp.com / or use the Supplier Contact form at: signetresponsiblesourcing.com
- DDQ Report questions, contact ddq@signetjewelers.com
- RJC questions, contact training@responsiblejewellery.com

