

**Communication Charter**

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**PREAMBLE**

This communication charter is a document that sets the rules, principles, and guidelines to ensure effective communication, consistent with the image and values of the e-Attestations.com solution. It applies to all forms of communication, whether internal or external, and to all mediums, be they digital, printed, etc.

"e-Attestations.com" refers to the company.

"e-Attestations" refers to the solution.

**VALUES AND MISSIONS OF THE COMPANY**

Refer to the "Press Release" document

**KEY MESSAGES**

The following editorial elements are to be prioritized.

**Text to be included in every press release.**

About :

Founded in 2008, e-Attestations.com is a global provider of third-party risk management ("TPRM") solutions and supplier data management.

Since its inception, e-Attestations.com is committed to assisting businesses by providing reliable and comprehensive data regarding supplier compliance, which accelerates integration processes and reduces supply chain compliance risks.

Today, thousands of stakeholders from various sectors and segments of the supply chain trust the e-Attestations software to effectively manage third-party risks, and they easily integrate the e-Attestations solution into their supplier relationship management systems.

https://www.e-attestations.com

Contact: presse@e-attestations.com

Quotations to use:

"The company/establishment X uses the e-Attestations solution to manage its suppliers' compliance."

[www.e-attestations.com](http://www.e-attestations.com)

"The company X is a partner of e-Attestations for ..."

[www.e-attestations.com](http://www.e-attestations.com)

**GRAPHIC CHARTER**

e-Attestations.com provides a library of logos, images, videos, and PowerPoint slides.

This library can be accessed at the following address:

Link to dedicated space on the website.

**WEBSITE**

The company's website can be accessed at the following address:

[www.e-attestations.com](http://www.e-attestations.com)

Any screenshot of the site is prohibited.

Any communication that includes a link to this site falls under the validation procedure described in this charter.

**SOCIAL MEDIA**

The company e-Attestations.com is active on the following social media platforms :

LinkedIn / link: https://www.linkedin.com/company/e-attestations/

Twitter / link: https://twitter.com/eAttestations

Any screenshot of the company's social media is prohibited.

Third parties are encouraged to mention the following @ handles when communicating on social media referencing the company e-Attestations.com.

LinkedIn / @e-Attestations.com

Twitter / @eAttestations

The following hashtags are recommended :

#eAttestations #tpm @tprm #grlt #Dematerialization #ContractualCertificates #PurchaseCompliance #RiskManagement #ResponsiblePurchasing #Compliance #DigitalizationOfProcesses

**RESPONSABILITIES**

The Communication and Marketing Department of e-Attestations.com is responsible for the instruction and approval of communication operations carried out by third parties

**VALIDATION PROCEDURES**

The validation of a communication operation proposed by a third party requires particular attention to ensure that the operation aligns with the company's image, values, and objectives.

The third party initiating the operation must provide in writing to e-Attestations.com (presse@e-attestations.com) at least the following information:

* Subject and content
* Media(s) used
* Provisional calendar
* Targets
* Modalities for compliance with GDPR obligations
* Associated budget (if requesting participation from e-Attestations.com)

Upon receiving the request, e-Attestations.com commits to reviewing and providing written feedback within 5 business days. In the meantime, discussions may take place to clarify, modify, or adjust the project.

The third party is encouraged to share any post-operation information that helps measure the performance and relevance of the executed operation.