



# External Financial Support Policy

Aluminerie Alouette, the largest private employer in its local community, has been playing a leading role since its beginnings in 1992. Firmly grounded in its community and working closely in collaboration with the allochthonous and aboriginal communities, Aluminerie Alouette has never ceased to support small or large causes, benefiting the residents of the North Shore and the Innu community.

Social responsibility being one of the essential pillars of its management strategy, Aluminerie Alouette is recognized as a responsible and committed corporate citizen aligning its actions with its Environmental, Social, and Governance (ESG) vision. The ESG dimensions are an integral part of the organization's external financial support strategy in order to make a real difference regarding neighbouring communities.

By participating in numerous structuring projects in complementary areas such as the environment, education, and community support initiatives, Aluminerie Alouette contributes to the sustainable development of its region and, by extension, of all of Quebec. The aluminum smelter invests several hundred thousand dollars annually in its community.

By supporting promising initiatives, Aluminerie Alouette promotes the growth and competitiveness of the entire North Shore region. It contributes to the attractiveness and retention of the local workforce, both for its operations, and business partners and for the region's various services.

From a sustainable development perspective, and considering the distance from major urban cities, the residents need to benefit from local resources, activities, infrastructures, and organizations that meet their specific needs. Therefore, Aluminerie Alouette works in partnership with various stakeholders in the socio-economic environment to maximize social cohesion and reduce inequity, while ensuring the competitiveness and long-term viability of its business.

These commitments are also reflected in the involvement of hundreds of employees in various organizations in the region.

## Objectives

Aluminerie Alouette's financial support program aligns with its ESG vision and strategy, as well as the corporate social responsibility policy.

More specifically, it aims to:

- Contribute to the sustainability of a healthy and dynamic living environment
- Promoting harmonious and respectful community development
- Support various projects and initiatives with these objectives
- Promote the integration of key social principles such as equity, diversity, and inclusion
- Supporting employees in their community involvement

- An active presence in the community

The purpose of this policy is to define the framework governing Aluminerie Alouette's external financial support program.

## **Scope**

This policy applies to non-profit organizations, institutions, corporations, and recognized associations. The communities of Port-Cartier, Sept-Îles, Uashat mak Mani-utenam and surrounding areas are given priority for their applications, upon request.

## **Responsability**

Aluminerie Alouette's Communications Department is responsible for the administration of the external financial support program.

## **Criteria and provisions**

Grants are allocated according to the company's strategic orientations and available donation and contribution budget. The following specific provisions applies:

- Donation and contributions must be used in the year for which they are allocated unless otherwise specified or explicitly agreed
- Aluminerie Alouette reserves the right to refuse any request, regardless of this policy
- The recipient must provide an activity report, including a financial statement and proof of visibility, when available
- The organization, event, or activity must not cause any prejudice at any time to Aluminerie Alouette's activities, shareholders or employees

## **Field of activity**

Requests concerning the following fields of activity will be evaluated, provided they comply with the provisions of this policy, as well as other Aluminerie Alouette's policies:

- Community support: Support the regional ecosystem and contribute to maintaining a strong social network that meets the specific needs of the local residents
- Culture: Support various initiatives aimed at promoting and recognizing cultural heritage, including the Innu community, as well as the work of local artists and artisans who contribute to maintaining a dynamic living environment
- Education: Support academic success and innovative educational programs to contribute to accessible and equitable education, as well as to the development and retention of the region's workforce.

- Health: Support campaigns or organizations that have a positive impact on health in general and contribute to the availability of health or support services required by the North Shore population
- Sports and leisure: Encourage the acquisition of healthy lifestyle habits through the practice of amateur sports, and support community cohesion by promoting opportunities to meet and share during the practice of various activities
- Sustainable development: Support programs aimed at raising awareness, education, research, and the implementation of concrete improvement initiatives for the benefit of the community

## Exclusions

Organizations, events, or activities that fall into one of the following categories are not eligible for Aluminerie Alouette's external financial support program. Requests related to these categories will not be considered:

- Balls, albums and graduation trips
- Sports teams
- Organization, event or activity involving a single individual (personal benefit)
- Organization, event or activity linked to a political party, lobbying group or a controversial nature
- Religious organization, event or activity
- Organization, event or activity taking place outside the province of Quebec
- Organization, event or activity related to the restoration of historical buildings
- Professional sports organization, team or activity
- Humanitarian, school or cultural trips

Requests from a single school for standard services (e.g., playgrounds, equipment upgrades, building repairs, etc.) must be supported by its school service center, to ensure equity between the various schools.

*\*With few exceptions, support for sports associations is given priority.*

## Associated visibility

The visibility plan associated with the organization, event, or activity must be attached to the official request. When the use of Aluminerie Alouette's corporate image is required, proof must be provided for approval before printing and distribution. During an event or activity, Aluminerie Alouette's visual signature must be visible in a position and size that reflects the importance of the contribution.

Requests for promotional material or the presence of an official Aluminerie Alouette's representative must be sent to the Communications Department at least one week before the event or activity is held.

## Procedure

All requests must be sent to the Communications Department using the form available via Aluminerie Alouette's website.

Aluminerie Alouette manages requests continuously throughout the year.

Upon receipt of an online request, an acknowledgment of receipt email will be automatically sent to the applicant. Aluminerie Alouette will contact the applicant if any further information is required for the analysis.

All applications eligible under the present policy will be reviewed according to an approval process that ensures sound governance. Depending on the financial scope of the request, the following approval levels apply:

Level 1 | Up to \$5,000 - Communications analysis committee

Level 2 | > \$5,000 to \$10,000 - Communications Department Analysis Committee and Vice-President of Human Resources and Corporate Affairs

Level 3 | > \$10,000 - Communications Department Analysis Committee, Vice-President of Human Resources and Corporate Affairs and the President and CEO

Exceptional requests which do not fall within the regular budgetary framework will be presented for review and recommendation to Aluminerie Alouette's shareholders, if applicable.

In all cases, a reply will be sent to the applicant within a reasonable time. Where applicable, this will include the terms of financial payment.

## Contact

If you have any questions about this policy, please contact Aluminerie Alouette's Communications Department by e-mail at [communications@alouette.qc.ca](mailto:communications@alouette.qc.ca) or by telephone at 418 964-7340.

Aluminerie Alouette reserves the right to modify this external financial support policy at any time, without prior notice.

## Reference documents

1. [ESG Vision](#)

## 2. [Social responsibility policy](#)

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