

Dear Valued Supplier,

As stated in Alcoa Corporation's [Supplier Standards](#), one of our values is **Act with Integrity**. In line with our commitment to maintaining high standards of compliance and ethics across all our operations, we are members of the TRAC program, administered by Ethixbase360. This program is dedicated to promoting adherence to regulatory standards and ethical conduct.

Ethixbase360 has collaborated with numerous multinational corporations, conducting over 1 million due diligence reviews. Ethixbase360 facilitates value chain transparency by offering a cutting-edge third-party risk management platform and risk-based due diligence solutions, providing an effective way to conduct baseline due diligence in a structured manner.

**To ensure adherence to our principles of integrity, we require that certain members of our supplier base (intermediaries, traders, scrap suppliers) obtain a TRAC certification and number.** TRAC serves as an online platform facilitating swift exchange of compliance information and meets international baseline due diligence requirements for third parties.

TRAC is an essential component of Ethixbase360's portable due diligence solution. The questionnaire gathers and assesses crucial business and ownership information, policies, and certifications. Additionally, it continuously screens your business and its associate's names against watchlists, international sanctions, politically exposed persons (PEP), global online media and denied parties databases. Once a supplier obtains TRAC certification, they can use their due diligence report and TRAC number with Alcoa Corporation and other business partners. This integration enables businesses to streamline processes, eliminate duplicated efforts, and ensure transparency throughout their operations.

**Alcoa Corporation kindly requests that you complete the following steps:**

1. Visit [Apply for a TRAC](#) to register and follow the prompts to create your username and password.
2. Complete all sections of the TRAC questionnaire, approve Alcoa Corporation's request to receive a copy of your TRAC report, and then submit to Ethixbase360 with the required payment for review and approval. The fee to obtain a TRAC is of \$400.00 (USD) plus associated invoice or credit card fees. Refer to the "How to Apply" guide for assistance.

For questions intended for Alcoa about this request, please contact [ACCSupplierSustainability@alcoa.com](mailto:ACCSupplierSustainability@alcoa.com). Should you experience any technical difficulties encountered during the TRAC process, login information or if your company already has a TRAC number which you can provide, please contact [trac@ethixbase360.com](mailto:trac@ethixbase360.com)

Thank you very much for your cooperation,

