

	<b>Ethical &amp; Environmental Procurement Policy</b>	Issue Number	1
		Issue Date	1 July 2019
		Confidentiality	Public
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## Introduction and Objectives

Nationwide Hygiene Group takes social and environmental factors into consideration alongside financial factors in making decisions on the purchase of goods and the commissioning of services. The Group's purchasing decisions should, where practicable, consider whole life cost and the associated risks and implications for society and the environment.

This policy sets out the detailed requirements and minimum expectations of the Group's policy of sustainable and ethical procurement. Specifically, it addresses the expectation that the Group's staff and suppliers have a natural respect for the Group's ethical standards in the context of their own particular culture and that relationships with the Group's suppliers are based on the principle of fair and honest dealings at all times.

## Scope of Application

The Group will take account of this policy throughout the organisation including within:

- Policies & procedures
- Administration of the supply of products from suppliers
- Distribution of hygiene products
- Management of the Group's Chesterfield facilities

The same principle of fair and honest dealings must be extended to all others with whom the Group's suppliers do business, including employees, sub-contractors and other third parties and their local communities.

## Related Policies

Animal Welfare Policy  
 Corporate Social Responsibility Policy  
 Code of Conduct  
 Environmental Policy  
 Sustainability Policy

## Policy Guidelines

### Ethical Procurement

The Groups ethical procurement policy is based on the standards adopted by the UN through the Universal Declaration of Human Rights, and the ILO Conventions.

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The Company reserves the right to amend, change or withdraw any part of this document at any time.

**Nationwide Hygiene Supplies**

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The standards the Group applies are as follows:

- The law is applied
- Employment is freely chosen
- Freedom of association and the right to collective bargaining are respected
- Working conditions are safe and healthy
- Child labour is eliminated
- Living wages are paid
- Working hours are not excessive
- No discrimination is allowed
- Regular employment is provided
- No harsh or inhumane treatment is allowed

The Group expects all suppliers to comply with its policy and the Group reserves the right not to do business with companies where it can be demonstrated that significant violations of the policy exist. In particular, the Group will not bring companies onto its supplier list where there is evidence of underage workers; forced, bonded or involuntary prison labour; or where the supplier's workers are found to be subjected to potential life-threatening working conditions or harsh or inhumane treatment.

The Group's approach with in-contract suppliers is to work together in a spirit of continuous improvement, but the Group does expect suppliers to enter into and commit to complete corrective action plans as a condition of their contract.

### **Environmental Procurement**

The Groups suppliers are expected to comply with all relevant local and national environmental regulations and work with them to help minimise the effects on their activities.

The Groups environmental procurement policy supplements its internal efforts to help protect and sustain the environment and is an integral part of the Groups Environmental Management System. The Groups aim is to embed its objectives for sustainable development deeper into the supply chain.

Suppliers will, as a minimum, be expected to:

- Have an up to date, documented Environmental Policy including commitment to environmental protection, prevention of pollution, compliance with environmental legislation, continuous improvement and to procure in line with its policy

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- Have a documented Environmental Management System to ensure effective planning, operation and control of environmental aspects - this Environmental Management System shall satisfy the requirements of ISO 14 001 or other internationally recognized standards
- Have programmes in place for improving environmental performance

During the period of any contract, the Group expects the supplier to make all reasonable efforts to support initiatives or targets that the Group may from time to time introduce, where the initiatives are relevant to their area of the supply chain, e.g. carbon footprint reduction targets.

Examples of where the Group works with major network suppliers range from sourcing recycled paper, environmentally friendly chemical products and reduced packaging material, through to energy-saving initiatives.

### **Ownership, Approval Process, Changes and Deviations**

This Policy was approved by the Board of Directors of Nationwide Hygiene Group and is reviewed annually. The policy is owned by the Chief Executive, and all updates, changes, deviations and supplements will be authorised by this role.



**Darren Broad**  
Chief Executive Officer

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