

# Ethical & Sustainable Procurement Statement

## ETHICAL RESPONSIBILITY

Suppliers are selected and approved based on a number of criteria with an emphasis on business ethics. All goods supplied will be produced in line with the country of origin's employment legislation and according to all International Labour Organisation (ILO) conventions.

To ensure compliance and manage risk, we audit our existing supplier's policies and practices to ensure that they are sourcing ethically. Our audits include but are not limited to, Health & Safety, Equal opportunities, Bribery & Corruption, Environmental and Modern Slavery and Human Trafficking policies. We record and hold copies of our top suppliers' policies on our systems and review them regularly. We also check our products/purchases against the specification to ensure that we are maintaining quality standards.

These policies are in line with those set out by the base code set out by the ethical trade initiative, which are:

- Employment is freely chosen
- Freedom of association and the right to collective bargaining are
- Respected
- Working conditions are safe and hygienic
- Child labour shall not be used
- Living wages are paid
- Working hours are not excessive
- No discrimination is practised
- Regular employment is provided
- No harsh or inhumane treatment is allowed

We are members of the Supply Chain Sustainability School and regularly contribute to their meetings and forums. This is led up by our dedicated supply chain and inventory analyst.

<https://www.supplychainschool.co.uk/uk/default-home-main.aspx>

We are members of the British Safety Industry Federation, <http://www.bsif.co.uk/>. As members of the BSIF, we are a registered supplier of safe PPE, guaranteeing the quality and certification of the products we supply.

We look for partners within our supply chain to be members of organisations such as SATRA and WRAP or FSC accredited. This helps ensure their ongoing commitment to our shared sustainability and ethical values.

## SUSTAINABLE PROCUREMENT

We share a commitment to sustainability and social responsibility. We recognise that effective supply chain management begins at the supplier selection stage and requires ongoing audit and management to ensure its effectiveness. We have established several procurement policies:

**Supplier Selection** - key suppliers to Scott Direct are selected on several criteria:

- ISO accreditations (or demonstrable commitment to their standards via published policy documents and supporting evidence). ISO140001, 180001 and 90001.
- Suitable financial positioning- our suppliers must have the appropriate financial resource to support business requirements.
- Commercial terms
- Product quality

**Sustainability** – we actively seek and support partnerships with suppliers who provide innovative solutions not only in the products supplied but in the approaches to supply.

**Working relationship** – we select suppliers that share our company values and are collaborative, innovative and professional.

**Purchasing Groups** – Scott Direct also belongs to three national purchasing groups NMBS, Troy and Eurosafe. Membership of these groups ensures we gain access to the best commercial terms available and a combined strength in supplier auditing and compliance with a key focus on sustainability and ethics.

**Supplier Reviews and Audits** – all of our selection criteria are reviewed with each supplier annually. Suppliers must continue to meet our standards. Should a supplier fail to comply, we will work with them to gain compliance. Failing a satisfactory result, we will review our supply chain to find an alternative source for a replacement item with an equal specification.

**Sustainability** – we work with all of our key partners to reduce the volume of orders being placed to reduce the number of inbound deliveries. This focus on best working practices ensures we are working to minimise the carbon footprint of goods and items delivered to Scott Direct.



**Rob Sayles**  
Managing Director

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