



## RESPONSIBLE SOURCING POLICY

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## Introduction

Throughout its group, Newship Ltd spends millions of pounds every year purchasing goods and services for our business activities. This policy sets out Newship's guidance for its business units and how they are to approach responsible sourcing and what to expect from our supply chain.

## Business Integrity

We act with integrity in all our business transactions. We are open, transparent and fair in our communications and dealings with our business partners and fulfil the payment terms and other conditions agreed.

## Environmental Sustainability

Each business should take into account the environmental performance and impact of goods and services when making purchasing decisions.

- We consider the impact on natural resources when choosing goods and materials and we minimise the use of materials with a hazardous content whenever technically and commercially feasible.
- We consider specifications during the design and construction process to reduce waste.
- All timber and wood based products that we specify are from a certified legal and sustainable chain of custody source.
- Registration certificates and delivery tickets stating the certifier are required for all deliveries.
- We procure paper and paper-based products from a minimum of 70% recycled pulp, FSC (Forest Stewardship Council) or PEFC ( Programme for the Endorsement of Forest Certification) certified virgin pulp.
- Our subcontractors are required to have an Environmental Policy and comply with relevant environmental production laws and regulations.
- We encourage our supply chain to implement or to be working towards a third-party certified Environmental Managed System.

## People

We expect our suppliers and subcontractors to put the health and safety of employees and others who could be affected by their activities at the heart of their operations. We also expect them to respect human rights and treat their employees with dignity and respect.

- Subcontractors need to demonstrate the necessary level of competence for all the tasks they undertake on our projects or in our workplaces.
- Subcontractors must be aware of our Health and Safety Policy and cooperate on all matters of health and safety.
- Subcontractors are required to have a Health and Safety Policy and comply with relevant health and safety laws and regulations.

## Local Procurement

We support local economic regeneration through our procurement activities

- We encourage local procurement of materials and services where feasible.
- We encourage our supply chain to employ local labour.
- We work with our supply chain partners and local agencies to find appropriate opportunities for skills, training, work experience and apprenticeships.

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## Implementation and Review

We ensure that employees and our supply chain adhere to our responsible procurement principles by:

- Distributing this policy to our supply chain partners.
- Requesting information on the social and environmental performance of our supply chain. If we have concerns about a chosen supplier's procurement practices, we will work with them to agree a remediation plan.
- Integrating our responsible principles through our procedures, and providing training and guidance to our commercial teams.
- We will measure and publicly report annually on our progress.



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