

# Sustainable Procurement Policy Statement

## Introduction

**Equiniti recognises its role in looking after our planet now and in the future and we are committed to understanding and minimising the environmental and social impact of our operational activities through the selection, manufacture, delivery, usage and disposal of the goods and services we buy.**

To achieve this, we need to work collaboratively with our employees internally and our supply chain. This policy seeks to embed the consideration of environmental and social impact in sourcing and supply chain and ensure both Equiniti and our suppliers seek to promote and deliver sustainable solutions where practical. Equiniti are committed to:

## Environment

- Embed the review and consideration of environmental and social impacts in sourcing and supply chain decisions
- Understand environmental and social risks and impacts of 3<sup>rd</sup> party goods and services
- Include sustainability and carbon disclosure within tender documents for significant Procurement activities
- Work with employees and suppliers in the development of tools that improve our understanding of environmental and social impacts to improve decision making
- Evaluate whole life costs e.g. carbon, disposal, prior to purchase where appropriate
- Encourage suppliers to develop a proactive approach to sustainability issues, deliver sustainable solutions wherever practical to both improve our collective sustainability performance and to support Equiniti in achieving our net zero target
- Minimise the use of energy and natural resources where appropriate
- Use and dispose of materials in an environmentally responsible way
- Be ethical and inclusive in our business decisions and practices in dealing with our Supply Chain

## Human Rights

- Respect human rights, both within our own workforce and our supply chain
- Comply with and work with suppliers who comply with relevant legislation, regulations and directives in the countries and communities in which we operate, including standards on wages and working hours;
  - offering fair reward and compensation to employees;
  - prohibiting the use of forced labour, human trafficking, and child labour;
  - having policies, procedures in place to protect employees, and prevent any form of harassment;
  - complying with the Modern Slavery Act 2015 where applicable
  - treating all employees fairly and not discriminate

Improving our performance on sustainability is an ongoing process and our suppliers are an integral part of our journey. We encourage our suppliers to work collaboratively with us through the offering of sustainable products and services, open dialogue, and innovative thinking.

Progress against this document will be reviewed annually.

Susie Petersen

Head of Group Procurement