

## SUSTAINABLE PROCUREMENT POLICY

It is the policy of Actua Chartered Surveyors to identify and manage the environmental, social and economic impacts within our supply chain.

We are committed to:

- Setting objectives and action plans in support of this policy and pursuing continuous improvement of our practices.
- Prioritising suppliers who have embedded sustainable and ethical practices within their organisation and who drive such practices within their own supply chain.
- Identifying areas of higher risk and influence within our supply chain and engaging with suppliers in those areas.
- Complying with the letter of spirit of all applicable legislation.

Through supplier selection and direct engagement, we will favour suppliers that actively:

- Reduce their environmental footprint through:
  - Conservation of resources, including the use of energy, water and materials
  - Waste minimisation, both within their operations and through reduction of packaging
  - Reducing the impact of deliveries and maximising local sourcing.
- Deliver benefits to society through
  - Complying with International Labour Organisation (ILO) principles in respect of human rights and conditions of employment.
  - Ensuring that slavery and human trafficking is not taking place in any of their supply chains and in any part of their business.
- Drive economic growth through:
  - Supporting job creation and facilitating opportunities for small-and-medium-sized enterprises (SMEs) and social businesses.
  - Considering the life-cycle cost of products.
  - Providing the Living Wage (at a minimum) to employees and contractors.

This Policy will be communicated through the Firm and is available for public review. It will be reviewed on a regular basis to evaluate continued relevance, monitor compliance, and drive continual improvement.

Signed:



Director

3<sup>rd</sup> August 2022