



SUSTAINABLE PROCUREMENT POLICY

Commitment to Sustainable Procurement

The T H White Group is committed to managing its procurement in a manner that is both environmentally and socially responsible. This includes the sourcing of goods and services across the business as well as the suppliers and contractors we use. This commitment embodies the Company's attitude that a sustainable procurement of goods will allow us to operate in a manner in which the business needs of the present do not compromise the wellbeing of those who follow us in the future.

As a business which has traded since 1832, the T H White Group has been aware of many of the broader business issues which are currently grouped under the nomenclature of sustainability and corporate social responsibility. The procurement of goods and services is a clear example of an issue that is key to operating in a sustainable manner.

Benefits of Sustainability

This attitude towards the sustainable procurement of goods and services will allow the Group to:

- Minimise the environmental impact of its operations on the environment,
- Operate in an ethical way which recognises and protects the human rights as well as the health and safety of employees and individuals,
- Operate responsibly within the communities we operate and make a positive contribution to them.

Importance of Continual Improvement

Over the many years that the business has traded, the importance of continual improvement has been highlighted so that our practices may progress to better serve our ideals. Such improvements are promoted to our suppliers and contractors with the expectation that they demonstrate a similar commitment to sustainability. We use our principles to help us plan and operate in a sustainable way and encourage and expect our suppliers and contractors to do the same.

Actions for Achievement

In order to realise our ideals of sustainable procurement we will:

- Meet all relevant legislation and set our own standard where no regulations exist,
- Operate in a manner which balances the cost-effective factors with environmental and social considerations in order to both provide stable returns and reduce the scale of the footprint we leave in the environment in which we operate.

- Maintain and enhance the immediate and long-term performance of business assets and thus work to optimise the use of resources over their lifecycle,
- Continuously improve our knowledge of socially and environmentally responsible supply chain management practices,
- Make effective and efficient use of the natural resources we consume,
- Ensure health, safety, well-being and respect for employees, our customers and the general public in all business operations,
- Proactively seek and encourage more innovative and sustainable approaches to business operations to the advantage of the long-term interests of our customers and the wider community.
- Procure equipment which is assessed to effectively balance energy efficiency and the particular needs of the business.
- Understand relevant research and development of sustainable business philosophy in order to keep abreast of latest ideas so that the Annual Review of this policy is well informed and individual awareness amongst employees is strong.

Particular Areas of Focus

The 2014 – 2015 Baseline Analysis has identified a number of areas where management of energy consumption can be influenced by some relatively simple immediate action.

- Decisions about van selection will be influenced by fuel consumption factors as well as the more obvious price / performance / support for Group business variables.
- Decisions about IT equipment purchases will be influenced by the energy rating as well as the functionality and price / performance factors.
- Refurbishment of Company buildings will include identifying opportunities for reducing energy consumption, particularly heating and lighting. Where metal halide lights need to be replaced, T5 or LED lighting solutions will be installed as a matter of routine.
- The energy rating of equipment purchased to replace worn out plant and machinery will be a factor governing choices between suppliers.
- Compressed air lines are a standard feature across all of the Company's premises. A survey of equipment in place will be carried out to determine if any compressors are not variable drive so that a replacement program can be considered.

- **Responsibilities**

Responsibility for this policy ultimately lies with the Managing Director. The implementation of this policy is the collective responsibility of all employees, agents, consultants, suppliers and subcontractors.

A handwritten signature in black ink that reads "Alex Scott". The letters are cursive and slightly slanted to the right.

Alexander Scott
Managing Director
27th February 2019