

Sustainable Procurement Policy

Window Systems Division recognises that all the products and services we procure have both environmental and social impacts and is committed to addressing these through our procurement procedures.

The primary way in which Window Systems Division can influence these impacts is through engaging with our supply chain.

Therefore, the overall aims of our sustainable procurement policy are:

- Provide a framework for bringing environmental and social criteria into procurement decisions,
- Seek assurance from our suppliers and contractors that the environmental and social impacts of the products and services that Window Systems Division procures have been minimised.

We endeavour to achieve this by:

- Complying with all relevant, current, statutory regulations that impact on purchasing and requiring that suppliers and contractors (and their supply chains) do the same.
- Giving a preference to procuring environmentally sustainable materials and services which:
 - Minimise climate change impacts
 - Minimise ecological damage, such as loss of habitats and biodiversity
 - Minimise the depletion of non renewable resources
 - Can be re-used, recycled, refilled, recharged or reconditioned
 - Have a recycled content
 - Have low embodied energy/high Green Guide to Specification rating
 - Reduce water use
 - Are accredited to a recognised environmental standard such as:
 - ISO14001 and EMAS environmental management systems
 - The Mobius Loop for products containing recycled materials
 - EU energy ratings of white goods (B or above)
 - Forestry Stewardship Council (FSC)
- Giving a preference to procuring materials and services which are ethically sourced. For those goods and services being sourced from developing countries, we expect suppliers to demonstrate that minimum supply chain labour standards have been met.
- Using local suppliers and contractors to minimise the environmental impact associated with transportation and to support the local economy, as appropriate.

- Encouraging all suppliers and contractors to have a health & safety policy and health & safety management system in place.
- Encouraging all suppliers and contractors to have an environmental policy and an environmental management system in place (ideally certified to ISO14001 or EMAS). For small companies, encouraging the adoption of environmental policies which lead to improved environmental performance.
- Encouraging all suppliers to have policies which set out how they manage their socio-economic impacts (such as employment legislation). This may be part of an overarching sustainability policy.
- Undertaking training and awareness raising for employees, suppliers and contractors to ensure that they are aware of this policy.
- Including sustainable procurement criteria within supplier tendering documents and contractual requirements, as appropriate.
- Developing an active programme of engagement with prioritised suppliers. Suppliers will be prioritised according to perceived risk, spend and frequency of contract.
- Continuing to work with our suppliers to explore the challenges and opportunities associated with sustainable procurement.

Where practicable, therefore, and within the framework of commercial value, this policy commits Window Systems Division to selecting those suppliers, services and products that are environmentally or socially preferable. The policy should be implemented where practicable throughout the whole procurement cycle. We expect all suppliers to comply with our policy and we reserve the right not to do business with companies where it can be demonstrated that significant violations of the policy exist.



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