

CBUK Responsible Procurement Policy

Applying the ISO 20400 standard to integrate Sustainable Procurement into the organisation

Introduction

Cleveland Bridge is committed to building a sustainable and responsible supply chain. Partnerships based on responsible sourcing strengthen our supply chain and the businesses within it. This policy is to reinforce our commitment of working together with our suppliers towards a long-term, sustainable and successful future for all parties.

This policy includes mandatory requirements which all our suppliers must meet to be able to work with Cleveland Bridge. Where necessary we will work with our supply chain partners to develop their own policies and drive continuous improvements and share best practices. All suppliers must adhere to our policy regardless of size, geographic location, product or service supplied.

Requirements

Regulatory

- Any suppliers to Cleveland Bridge must comply with all applicable laws and regulations and should carry out any services or supply goods in a responsible and ethical manner.
- Any form of bribery or corruption is strictly prohibited. The supplier must have adequate procedures in place to prevent bribery and corruption in its commercial dealings. Cleveland Bridge has an Anti-Bribery and Corruption Statement and Anti-Bribery Procedure which sets out the required rules of behaviour for all individuals working for or on behalf of Cleveland Bridge. All suppliers of Cleveland Bridge are expected to comply with the standards of behaviour set out within these documents.
- Any information held by the supplier relating to competitors of Cleveland Bridge must be treated confidentially and the supplier must comply with all applicable laws and regulations in relation to this information. Suppliers must not divulge or attempt to divulge any confidential information about our competitors to Cleveland Bridge.
- The supplier must disclose any actual or potential conflict of interest to Cleveland Bridge in writing. This will allow Cleveland Bridge to review the actual or potential conflict of interest and take appropriate action. An example of a conflict of interest would include (but is not limited to) any connection between the supplier and Cleveland Bridge which may result in a bias or appearance of bias such as (i) the supplier, its directors or senior management having a financial interest in Cleveland Bridge, related companies, competitors or clients, or (ii) family members in a position of influence in Cleveland Bridge, related companies, competitors or clients, or (iii) a family member in a position of influence in a relevant governmental department.

Human Rights

- Cleveland Bridge has a separate Modern Slavery and Human Trafficking Statement which is publicly available on our website and selected employees have been provided with Modern Slavery Awareness training. Suppliers are monitored to ensure they adhere to all anti-slavery and human trafficking legislation from both the UK and international supply base. Cleveland Bridge will not tolerate any

suppliers where there is evidence of forced or compulsory labour, either within the supplier directly or within their supply chain.

- International Labour Organisation guidelines in relation to child labour should be adhered to by all Cleveland Bridge suppliers and within their supply chain.
- A healthy and safe workplace must be provided by the supplier to prevent accidents and injury arising out of, linked with, or occurring because of the supplier's operations.
- Working hours should be reasonable and should not exceed the applicable law in the relevant country. All overtime worked should be voluntary and not compulsory.
- No-one should face verbal or physical abuse at work, or any other situation that creates a hostile or intimidating atmosphere. Cleveland Bridge expect all suppliers to have policies in place to deal with this and provide appropriate training to their managers.

Environment

- Cleveland Bridge expects our suppliers to have their own Environmental Management System, preferably in accordance with ISO14001 or another internationally recognised standard.
- Waste reduction is a key principal of any sustainable supply chain and we expect all our suppliers to share our commitment in waste reduction, including but not limited to, energy usage, natural resources, transport, water, raw materials and packaging.
- Cleveland Bridge expects all suppliers to have policies in place for recyclable waste and should share our target of zero waste to landfill.

Summary

For our buyers

As a buyer you are at the forefront of making this Responsible Sourcing Policy a reality. Our procurement team need to buy into our philosophy of a Responsible and Sustainable supply chain and be committed to the objectives set out above. As a buyer you will promote our ethos and communicate this throughout the supply chain. You will also promote this policy to internal stakeholders and ensure Cleveland Bridge set an example for others to follow.

For our suppliers

This policy gives basic information to our suppliers regarding the requirements Cleveland Bridge expects from our supply chain. Most of our suppliers will already have similar procedures in place and we hope that this is promoted within their own supply chain. For suppliers who fall short of our requirement it is your responsibility to identify the areas and have actions in place to comply. Cleveland Bridge will help and support any supplier who expresses a desire to improve or develop their own Responsible Sourcing Policies.

Signed:



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July 2018

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