



ETHICAL SOURCING & MODERN SLAVERY POLICY

Hender Lee are involved in the purchase of goods and services to support the delivery of our business activities. We aim to be responsible for delivering value to our clients, whilst observing purchasing practices that align with our social responsibility and objectives. The purpose of this policy is to set out the Company's duties in upholding these responsibilities throughout our supply chain and/or where our business has control or influence. We will disseminate this policy to our clients, suppliers, sub-contractors and staff to ensure its effective implementation.

Business Integrity

We will ensure integrity in all our business transactions. We will be open, honest and fair in our communications and our dealing with business partners and other stakeholders affected by our activities and where necessary that of our supply chain. The company operates a strict code of conduct in relation to the acceptance of bribery or gifts made during our business.

Environmental Impact

Hender Lee will consider, wherever practicable, the environmental performance and impact of goods and services when making purchasing decisions.

We will seek to reduce waste and will do this through reviewing the amount and type of materials being used and specified and optimise opportunities for the use of recycled or reclaimed materials and will endeavour to reduce our carbon footprint by sourcing goods/materials with low embodied carbon and procuring timber and wood-based products from a certified legal and sustainable source. The use of materials with hazardous content will be minimised wherever technically and commercially feasible and we expect all our suppliers to manage their own impacts and to work with us to achieve our environmental objectives. We also expect our suppliers to have their own environmental management system and to comply with applicable laws and regulations. We will ensure the specification of environmentally sustainable materials wherever technically and commercially feasible.

People

We expect our suppliers and sub-contractors to share our commitment to Health and Safety by implementing robust policies and procedures that put the health and safety of employees and others who could be affected by their activities at the heart of their operations. We are committed to promoting ethical working conditions including fair wage, working hours and equal opportunities. We will respect the principles of human rights, to treat employees with dignity and respect and to ensure that no child labour is employed and comply with the requirements of the Modern Slavery Act 2018. We will ensure that the workforce employed on our sites have undertaken basic health and safety training as outlined by the Company's training program and all our site personnel are expected to hold general safety induction cards and relevant trade certificates for their roles

Procurement

Hender Lee will support and encourage local procurement of goods, services and materials wherever technically and commercially feasible with a view to supporting local communities and reducing our overall carbon footprint. We will seek to maximise the benefits to the local community from our projects by working with local authorities and organisations to recruit local labour and source goods and services from the local area and we will work collaboratively with our clients and local agencies to find appropriate opportunities for skills, training and apprenticeships to promote career progression and to support local economic regeneration.

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We are committed to sourcing material from approved and reputable suppliers in order to assure that no child labour is used at any stage in the production or fabrication of material being supplied and that we comply with the requirements of the Modern Slavery Act 2018.

Conflict Minerals:

Organization is committed to use the minerals in the materials procured from non-conflict zones through communication of this policy to the approved suppliers

Implementation and Review

In order to ensure adherence by our employees and supply chain to our ethical sourcing policy the following arrangements will be in place:

- Formal pre-qualification and ongoing monitoring of our supply chain by way of questionnaire and review of arrangements. Health and Safety and Environmental management arrangements will be assured to be in place. Where these are found to be lacking, we will work with our supply chain to future compliance
- Hender Lee will operate a system of approved and preferred suppliers and sub-contractors

Hender Lee Management are responsible to ensure all aspects of the Company's Management Systems are communicated, understood and implemented at all levels within the business. This policy will be reviewed regularly for its effectiveness and compliance.

A handwritten signature in black ink, appearing to read 'Allan Hender', written over a light blue horizontal line.

Allan Hender, Managing Director

28th February 2022