

# sustainable supply chain partner

## Purpose and Objectives

EMCOR UK is committed to delivering services in a manner that is socially, economically and environmentally responsible which supports our vision to create 'a better world at work'. To achieve this, we require pro-active support from our supply chain partners. This Sustainable Supply Chain Charter aims to incorporate EMCOR UK's, values and priorities around sustainability and our overarching sustainability strategy and objectives. Specifically, this policy:

- Describes the baseline standards we expect from all supply chain partners
- Explains how sustainability is delivered within our procurement activity
- Describes the sustainability impacts we wish our supply chain to specifically address
- Outlines how supply chain partners can support delivery of our sustainability aspirations



### People who care

We care about people first; every life we touch; our customers, supply chain partners, our EMCOR UK colleagues and all the communities with whom we work.

### Safe and secure

We never compromise on safety or security. Whether physical safety, mental wellbeing, personal, commercial or cyber-security, we are focused on creating the most safe and secure environments, teams, experiences and outcomes.

### Together as one

Collaboration is at the centre of our culture, shaping how we work in our company, with all our partners and our customers.

### Active and Ambitious

Creating a sustainable and successful business is a constant process. We act with energy and ambition today, evolving and responding to address our customers' needs.

## Global Goals

EMCOR UK is proud to have adopted the United Nations Sustainable Development Goals, also known as The Global Goals. We have mapped and prioritised our Global Goals based on our business objectives and expect our supply chain to support us in the development of our selected goals 8,9,10,12,17:



### Goal 8 - Decent Work and Economic Growth

'Working collaboratively with all stakeholders to promote decent work and create respectful, caring and secure places in which people can work and perform at their best'

### Goal 9 - Industry, Innovation and Infrastructure

'Demonstrating a leadership position as a responsible authentic business, underpinned by our values and our continuing search for knowledge. Delivering sustainable value for our customers, through excellent people, services, innovation and adoption of technology'.

## Goal 10 - Reduced Inequalities

'Trusted, we behave with fairness, inclusion and respect, embracing the richness of diversity. Aspiring continually to be the safest and most rewarding place to work, supporting the human rights of all our stakeholders'.

## Goal 12 - Responsible Consumption and Production

'Taking accountability for the resources we consume by delivering programmes designed to positively impact every life, community and environment that we touch. We strive to act as advocates for sustainable consumption practices for all our audiences with multiple objectives driven by our management systems'.

## Goal 17- Partnerships for the Goals

'Evolving and growing truly collaborative and progressive networks, securing our future through long term relationships balancing a fair profit, whilst investing in, and rewarding our colleagues, customers and supply chain partners'.

## How can our supply chain partners contribute?

We ask our supply chain partners to sign up to this charter as a first step in demonstrating their shared ambition and commitment to help in delivering our sustainability objectives and strategy, and that of our customers. We will apply a targeted approach focusing on specific impacts, risks and opportunities and will enter into dialogue with supply chain partners to understand and identify the most mutually relevant aspects of the charter to their dealings with EMCOR UK.

Working together with supply chain partners, we will set challenging but realistic objectives. These include contributing to the Global Goals through:

- Carbon reduction
- Eliminating waste

- Being ethical and compliant
- Delivering innovation
- Consideration of sustainable options
- Social value impact
- Being a considerate and caring employer

These will deliver the principles of this charter whilst improving our sustainability performance and providing lasting benefits for our customers and the communities in which we operate.

As part of our commitment to supporting a sustainable supply chain, we are a Partner of the Supply Chain Sustainability School (<https://www.supplychainschool.co.uk/uk/sustainability/fm/>). We ask all our supply chain partners to become active members of the School, participating in the School's learning and development programme. The School is free at the point of use, it champions expertise in a wide range of sustainability topics relevant to our business, as well as that of our customers and supply chain alike. We have set a number of internal key performance indicators for sustainability, and will extend these to our supply chain wherever we believe they can have the most positive impact.



## Sustainability Tool

Supply chain partners will be requested to provide data for the Sustainability Dashboard. This will provide a platform to collect data from our supply chain and help/assist in our quest to measure and reduce our negative impacts on society and the environment (the data will include carbon emissions, waste, and social value metrics, and will also give you the ability to upload case studies etc).

## Health and Safety

Our policy is to buy materials that are not harmful to health in manufacture, use or disposal. We expect our supply chain partners to comply with all relevant legislation such as COSHH, UK & EU REACH and RoHS. Wherever possible, we avoid single use plastics and will work with our supply chain to eliminate where it is avoidable, or reduce where no alternative exists.

Supply chain partners working on our sites must comply with our health and safety standards and where applicable, we will seek evidence of compliance.

All supply chain partners must have in place effective health and safety management systems appropriate for the nature and scale of their business and services provided and ensure compliance with health and safety law as well as standards and codes specific to their industry. It is mandatory that all supply chain partners hold CHAS, SAFEContractor accreditation or an acceptable equivalent, and all are equipped with suitable Personal Protective Equipment appropriate to the task being performed.

## Modern Slavery

In accordance with the Modern Slavery Act 2015, we have published a statement addressing the risks of slavery and human trafficking in our organisation, including transparency in our supply chain. We have a zero tolerance to slavery and human trafficking and expect all those in our supply chain to comply with our values, and to demonstrate the highest standard of business conduct. As part of our supplier evaluation

process, all supply chain partners are required to comply with UK legislation and regulations, including the Modern Slavery Act 2015. We take a risk approach and identify those commodities where the supply chains are more at risk than others, audit our supply chain partners to ensure compliance with our policies and procedures and to confirm that they are operating with high ethical business standards. As part of our tender process, we ask potential supply chain partners to provide detailed responses relating to labour standards in their own organisation, and that of their supply chain, and to provide a chain of custody for materials and products. As a Partner in the Supply Chain Sustainability School, we also work with the School and other Partners in developing a consistent approach to the Modern Slavery Act across the FM industry.

## Employment, Ethics and Payment

All our supply chain partners must respect the people they employ and to offer a safe workplace free from harm, intimidation, harassment, or fear. The Ethical Trade Initiative Base Code, and the UN Global Compact Principles along with any local employment health and safety legislation, represent the minimum standards expected.

We are committed to promoting equal opportunities for all our employees, customers, and supply chain partners. We treat all people equally, with respect and dignity, including those contracted to supply goods or services. We do not discriminate on the grounds of age, colour, disability, ethnicity, gender, marital status, sexual orientation, religion, faith or on any other unjustifiable or illegal grounds.

Our supply chain partners must mirror our ethical approach. We are bound by a value of integrity and are firmly committed to maintaining the highest standards of ethics, honesty, openness, and accountability.



In accordance with the Bribery Act, we will not tolerate corruption, bribery and unfair anti-competitive actions and expect our supply chain partners to adopt the following principles as a minimum standard:

- They will comply with applicable competition or procurement laws.
- They will not, directly or indirectly, offer or accept any undue payment or other consideration for the purpose of inducing any person or entity to act contrary to their prescribed duties.
- They will record the correct nature of all financial transactions in accordance with accepted accounting principles.
- They will have in place IT procedural controls ensuring adequate levels of data protection for our customers, employees, and supply chain.
- They will carry out ethical audits where appropriate.

It is our policy that bribery/suspected bribery can be reported via our whistle blowing procedure and shall be dealt with in accordance with our Code of Business Conduct and Ethics. Any suspected acts of bribery can be reported to [mick.walker@emcoruk.com](mailto:mick.walker@emcoruk.com) and will be treated in a confidential manner.

Our supply chain partners will be paid in accordance with contract conditions, and we expect all businesses in our supply chain to be treated similarly.

We have demonstrated our commitment to this principle by signing up to the Prompt Payment Code. We expect our supply chain partners to commit to the principles of this code as a minimum.

## Community

We expect our supply chain partners to understand the potential impact of their activities in the local area and wider community, and we encourage them to make positive contributions and investments, for example by providing appropriate local employment opportunities, workforce volunteering and charity activities.

We expect our supply chain partners to minimise community disruption. Where there is a high risk of this, supply chain partners will be expected to develop and deliver or contribute positively to appropriate analysis and mitigation plans.

## Counterfeit, Fraudulent and Suspect Items (CFSI)

We understand the potential risks concerning the supply of Counterfeit, Fraudulent and Suspect Items (CFSI) within the supply chain, and to this end we only choose supply chain partners that can demonstrate the quality and source of the goods that we require. All supply chain partners involved in the purchasing of goods on our behalf, should demonstrate that goods are purchased directly from the manufacturers or from agreed and official distribution channels.

## Sustainable Procurement Standards

We work towards adopting leading industry standards and techniques in sustainable procurement and aim to be leaders in this field, by applying the recommended principles and process of the ISO 20400 standard for sustainable procurement, and request that our key supply partners consider doing the same.



## Environment

### Climate Change Mitigation and Adaptation

Where applicable, we expect our supply chain partners to offer solutions reflecting best practice in climate change mitigation and adaptation.

### Energy

Supply chain partners (including designers and engineers) whose work impacts our energy performance will take appropriate steps to offer solutions that reduce energy consumption over the planned or expected operating lifetime. We will work to develop contractual arrangements that incentivise whole life cost benefits.

Manufacturers or purchasers of energy-intensive products must show an increasingly accurate understanding of the associated energy performance impact and embodied carbon footprint and will demonstrate their plans to continuously reduce this impact.

Where possible, we expect our supply chain partners to purchase low energy products, typically EU energy label and Energy Star rated products, or solutions that qualify for Enhanced Capital Allowances

As part of our certification to ISO50001:2018, we expect our supply chain partners to support our objectives when supplying products, equipment, and services. Energy performance is one of our evaluation criteria which we expect our partners to provide as part of their proposals. As a minimum annual kWh impact should be provided but more specific specifications shall be defined and communicated when relevant.

## Carbon

We expect our supply chain partners to measure, manage, and reduce their carbon footprint and encourage their own supply chain to act similarly. This data is to be collected via our Sustainability Dashboard.

Supply chain partners are encouraged where relevant to seek accreditation to carbon reduction programmes such as The Future Net Zero Standard, The Carbon Disclosure Project and Achilles Information Ltd CEMARS (Certified Emissions Measurement and Reduction Scheme).

Supply chain partners are encouraged to use low or zero emission transport, optimise transport efficiency and/or minimise transport distances. We will expect some supply chain partners to measure, monitor and reduce their transport emissions related to the transportation of the workforce and materials.

### Resource Use and Waste

We expect our supply chain partners to adopt the principles of the circular economy wherever possible. Supply chain partners producing waste on our sites should be able to measure and continuously reduce the waste they send to landfill, observing the principles of the waste hierarchy to prevent, reduce, re-use, recycle. energy recovery, incineration without energy recovery, with landfill as a last resort when all other options have been exhausted. Supply chain partners should maximise use of secondary materials in accordance with best practice using exemplar methodologies such as the WRAP Protocol.

Single Use Plastics should be eliminated wherever possible and unavoidable packaging must adhere to the waste hierarchy.

We will work with supply chain partners of water-intensive products to progressively understand and reduce water footprints.

All timber products must be certified under Forest Stewardship Council (FSC) or the Programme for the Endorsement of Forest Certification (PEFC)



## Pollution

We expect all businesses in our supply chain to act to prevent pollution to air, land and water.

## Biodiversity

Supply chain partners whose activities significantly impact natural habitats must comply with all legal/planning conditions and work with us towards to demonstrating best practice in biodiversity management.

## Feedback and Complaints

We wish to hear from any individual or organisation holding a legitimate complaint about social and environmental conditions on our supply chain partners', customers or our own premises. We expect supply chain partners to ensure that any employee or subcontractor making such a complaint shall not be disciplined or discriminated against. Complaints can be emailed to [psd@emcoruk.com](mailto:psd@emcoruk.com) with the specific details of the case and we commit to taking the complaint seriously:

- We will investigate all legitimate complaints.
- We will reply requesting further contact to establish details, unless the complaint is anonymous, in which case we will act on the evidence provided.
- We will speak to all the other parties involved to establish the facts and determine if a supplier has a case to answer.
- If so, we will inform the supplier and specify remedial action for the supplier or licensee to take in order to address the issue.
- Unless the complaint was anonymous, we will contact the organisation or individual to inform them of the results of the investigation and the steps that are being taken.



April 2021

**Keith Chanter**

Chief Executive Officer



We, the undersigned supply chain partner, confirm acceptance of this charter and our commitment to help in delivering EMCOR UK sustainability objectives and strategy, and that of its customers.

Supply Chain Partner Name:

Signature:

Print Name:

Job Title:

Date:

