



Our Purchasing Policy has been developed to assist in complying with our Quality, Safety and Environmental Management Systems and to promote procurement of more sustainable products and materials.

We will unless specifically instructed otherwise:

- Assess suppliers and subcontractors to ensure that they meet the requirements of our Safety, Quality and Environmental Management Systems.
- Purchase timber from Forest Stewardship Council (FSC) and/or Programme for the Endorsement of Forest Certification (PEFC) approved sources.
- Seek alternative materials incorporating higher proportions of recycled materials where economically viable.
- Give due consideration given to our carbon emissions when selecting a supplier or subcontractor, promote material selections from local suppliers and the local workforce where this is practicable.
- Specify materials that require little alterations prior to installation, therefore minimising waste and where feasible are durable to minimise maintenance or replacement costs.
- Ensure that whatever service or material we are purchasing, that it will be legal, ethical and in accordance with the client's requirements and specification.
- Ensure all suppliers and subcontractors will be treated fairly and given the same information to enable their quotations to be submitted for our consideration.
- We confirm that the purchasing professionals within the organisation will not be induced or receive gratuities.
- Where possible consider the use of off-site solutions to improve quality and minimise work on-site.

In order to achieve this we will work with suppliers, clients, designers and subcontractors to promote this Purchasing Policy and the principles of sustainable development.

We will monitor suppliers and subcontractors performance and anyone regularly failing to meet our expectations will be removed from our supply chain.

This Policy will be reviewed regularly in-line with the management systems review timetable.

Signed

Paul Inions  
Managing Director

5th April 2018  
Reviewed annually

**McP 72/1**

