



POL09: SUPPLIER POLICY

Rev: 05

HENLEYS MEDICAL SUPPLIES LTD.

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1. Policy Statement

Henleys Medical Supplies seeks to work with suppliers who provide items that are produced and delivered under labour conditions that meet the Ethical Trade Initiative Base Code (ETI), and therefore do not involve the abuse or exploitation of any person, and those who have the least negative impact on climate change and the environment. Such considerations will form part of the evaluation and selection criteria for all goods and services purchased by Henleys Medical.

Company policies are available electronically at all times to internal employees, and externally upon request.

2. Policy

2.1. Scope

The purpose of this policy is to promote good labour, greenhouse gas emission reduction, and environmental standards in the suppliers and supply chain of Henleys Medical Supplies.

2.2. Code of Conduct

Henleys Medical Supplies expects, where reasonably practicable, suppliers to commit to continuous improvement with the relevant labour and environmental standards, both within their own companies and their suppliers. Suppliers are expected to meet the obligations outlined in this policy, as well as implement their own binding guidelines for ethical behaviour, human rights, health & safety, environmental, regulatory, and business standards, to ensure their own good corporate citizenship practice.

Henleys Medical Supplies is committed to complying with the Bribery Act 2010, as defined in our Anti-Bribery Policy.

2.3. Labour Standards

Henleys Medical Supplies has adopted the Ethical Trading Initiative (ETI) Base Code for labour standards. The ETI is an alliance of companies, non-government organisations, and trade unions, committed to working together to identify and promote good practice in the implementation of codes of labour practice, which are based on the International Labour Organisation (ILO) Conventions.

This code is generally governed by the following:

- Employment is freely chosen
- Freedom of association and the right to collective bargaining are respected
- Working conditions are safe and hygienic
- Child labour shall not be used
- Living wages are paid
- Working hours are not excessive
- No discrimination is practiced
- Regular employment is provided
- No harsh or inhumane treatment is allowed.

For further information, visit www.ethicaltrade.org, or see Henleys Medical Supplies' Modern Slavery policy.

2.4. Environmental Standards

Henleys Medical Supplies is committed to the reduction of its environmental impact, as well as that of its suppliers, and intend to formulate a business relationship with those whose environmental and

ethical values fall in line with our own. Henleys Medical Supplies expects suppliers to meet all statutory and legal requirements relating to the environmental impact of their business, and also seeks suppliers who have a similar outlook to our own.

Henleys Medical Supplies operates an environmental policy which is designed to meet ISO 14001. See Henleys Medical Supplies' Environmental Policy for further information.

2.5. Supplier Monitoring

Henleys Medical Supplies reserves the right to check compliance with the requirements of this policy. Upon failure to adhere to these guidelines, Henleys Medical Supplies shall offer assistance to rectify any problems identified, and where a serious breach has been recognised, Henleys Medical Supplies shall terminate those supplier relationships. Such terminations shall be carried out in a responsible way, and items will be sourced from an alternative supplier.

The Regulatory & Compliance Department, alongside the Managing Director, are responsible for reviewing all new and existing suppliers as required, in accordance with the relevant internal procedures.

3. Review

This policy shall be maintained and reviewed by the Managing Director.



Danielle Henley, Managing Director

4. Revision History

Revision	Modified by	Date	Description of Change
01	Andy Cleveland	April 2015	Initial issue.
02	Andy Cleveland	April 2016	Annual review. Mobile numbers updated.
03	Vikki Patis	April 2017	Annual review.
04	Vikki Patis	April 2018	Annual review. New format.
05	Vikki Patis	December 2020	New format.