



Responsible Procurement – A Guide for our Supply Chain

Procurement

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1 Introduction

John Sisk & Son (Holdings) Limited is committed to leading on and promoting responsible procurement in our business and are focused on maintaining a sustainable business that is both profitable and continues to uphold our core company values of Care, Integrity, and Excellence.

We recognise and accept our actions can have consequences on others and will strive to ensure that decisions taken regarding the procurement and engagement of any organisations, individuals, goods, or services are governed by integrating environmental, legal, social, and economic considerations into all stages of the procurement process.

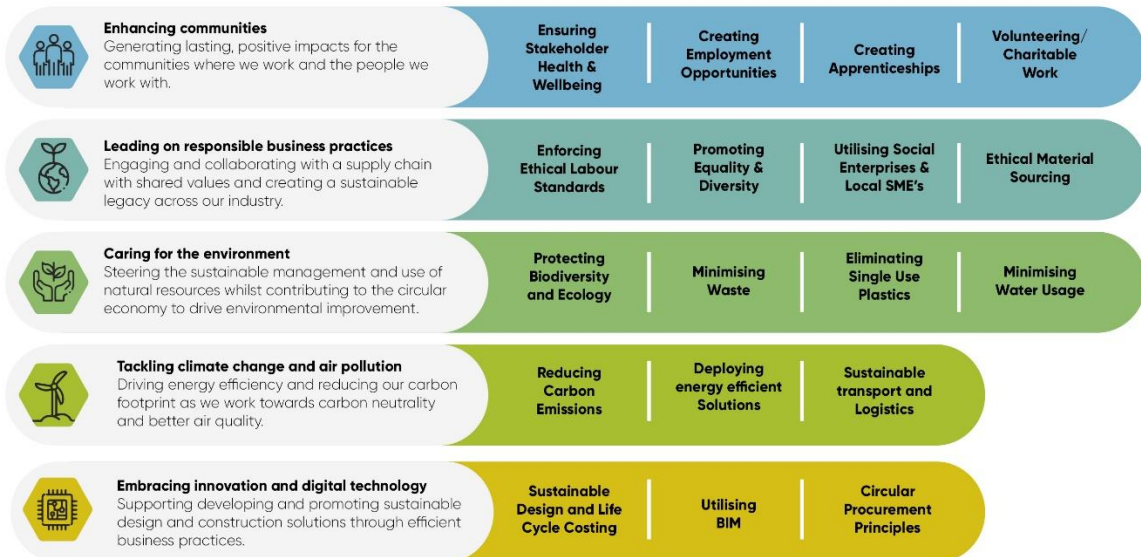
We recognise and value the contribution our supply chain makes to the success of our projects and our business and understand that we need to work with our supply chain to achieve the ambitions which we have set for ourselves.

This guidance supports the objectives set out in our 2030 sustainability roadmap, to make a positive difference to the people, customers, clients, communities, and environments we impact and influence, and is aligned to the international standard for sustainable procurement (ISO20400).

This guidance provides specific information on our responsible procurement requirements and expectations for our Supply Chain, including specific expectations for materials sourced from high-risk areas of origin.

2 Aims and Objectives

To leverage our partners collective efforts to ensure Sisk meet and achieve the sustainability objectives set out in our 2030 Sustainability Roadmap. Robust, effective, and responsible procurement can positively influence and contribute across all 5 themes of our roadmap as shown in the diagram below.





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3 Definitions and Abbreviations

Abbreviations/Term	Meaning/Definition
SUP - Single Use Plastic	Plastics that are intended to be used only once before they are thrown away or recycled
BES6001	Responsible sourcing of construction products
BS8902	Responsible sourcing sector certification schemes for construction products
ISO20400	International standard for sustainable procurement
FSC	Forest stewardship council
PEFC	Programme for the endorsement of forest certification
CoC	Chain of Custody
ILO	International labour organisation
CARES	UK certification authority for reinforcing steels
SBTI	Science based target initiatives
VOC	Volatile organic compounds
EPD	Environmental product declarations
HVO	Hydrotreated vegetable oil
BIM	Building Information Modelling
SME	Small or Medium sized enterprises
Social Enterprise	Business that works primarily to improve the lives of people
Micro Business	A business that operates with less than 10 people
VCSE	Voluntary, Charity or Social Enterprises
GWP	Global warming potential
VOC	Volatile organic compound
LED	Light emitting diode

4 Supply Chain Partner Requirements

The table below details the responsible procurement requirements for our supply chain partners, with **mandatory requirements** which must be complied with by all relevant parties, and those requirements which are **encouraged**, where we will procure with a preference for these requirements when all other aspects of delivery are equal.



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Responsible Procurement Guidance - summary of supply chain partner requirements		Sustainability strategy themes and building blocks, to support Sisk achieve our ambition		Supply chain partner requirements description		Sisk ref (if applicable)		Mandatory		Desirable	
<p>Enhancing Communities</p> <p>Health & Wellbeing Consider the full requirements of all site visitors and other those who procure the building materials, such as delivering hazardous materials, local health issues.</p> <p>Creating Employment Opportunities Local links to local groups in society.</p> <p>Apprenticeships, Volunteering & Charitable Work Provide local people with access to training and opportunities. Stimulate local economy and secure skills for the future.</p> <p>Volunteering & Charitable Work Provide local people with access to training and opportunities. Stimulate local economy and secure skills for the future.</p>											
<p>Leading on Responsible Business Practices</p> <p>Ethical Labour Standards Ensuring no exploitation of cheap labour, acceptable working conditions and that no illegal labour is used and all relevant employment legislation is complied.</p> <p>Equalities & Diversity Consider ways to create new employment opportunities, build a diverse business base and workforce.</p> <p>Social Enterprises & Local SME's Directly or indirectly procure business for local SME's and regional/national social enterprise organisations.</p> <p>Ethical Material Sourcing To identify, source and use environmentally and socially responsible materials and services through certified schemes where applicable.</p>											
<p>Caring for the Environment</p> <p>Biodiversity and Ecology To protect and improve ecological benefits through the project life cycle.</p> <p>Minimising Waste To minimise waste by reducing, reusing, recycling and recovering in the built environment, throughout the construction phase and across the supply chain.</p> <p>Single Use Plastics To reduce or eliminate use of single used plastics in the delivery of goods or services. Encourage site staff to bring their own water bottles.</p> <p>Water Usage To minimise water usage in construction and operational use. Consider embodied water in materials, work and services.</p>											
<p>Tackling Climate Change & Air Pollution</p> <p>Carbon Footprint To reduce carbon footprint through the project life cycle.</p> <p>Energy Performance To reduce energy consumption through the project life cycle.</p> <p>Renewable Energy To use renewable energy sources through the project life cycle.</p>											
<p>Embracing Innovation & Digital Technology</p> <p>Sustainable Design Driving and encouraging sustainable design and product development to positively influence sustainable procurement of built environment.</p> <p>BM Encouraging or mandating use of BM and/or other digital technologies to develop efficient designs, enable CO2 reduction and minimise waste.</p> <p>Carbon Business Models Utilise and encourage circular procurement principles to reduce supply chain cost and eliminate waste.</p>											

5 High Risk Areas of Origin

The below section details requirements for suppliers who are providing products or materials that are sourced from high-risk areas of origin.

High risk areas of origin are defined as countries or regions with a score of 49 or lower in the Transparency International's Corruption Perception Index. Sisk expects suppliers to demonstrate responsible stewardship of their supply chain, even more so where products and materials are being procured from these defined high-risk areas of origin. This can be demonstrated through membership of, and active participation in certification schemes such as, but not limited to the Ethical Trading Initiative (ETI) or the TFT Responsible Stone Program.

Where products and materials are being procured from high-risk areas of origin, Sisk will need to understand more about the steps being taken to ensure that modern slavery and labour exploitation does not occur. You may be asked to provide Sisk with additional information (such as but not limited to the following):

- Percentage of the materials you are supplying (by value) that are sourced, manufactured, or supplied to Sisk from your organisation from an identified high-risk area of origin
- Evidence that regular supply chain audits are conducted (at least annually) either directly by your organisation or through third party auditors. This information should include:
 - Labour standards in your supply chain operating in high-risk areas of origin
 - Evidence of audits that have been undertaken, in the form of an audit extract or declaration
 - Evidence of actions taken to address issues highlighted during the audit
 - A copy of the template audit detailing the areas covered





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6 Governance

To verify compliance with the responsible procurement requirements set out in this guidance, Sisk reserve the right to audit our supply chain partners. In this instance, you will be required to provide the relevant documentary evidence as requested by Sisk. The details of these requirements will be communicated by Sisk at pre-appointment and by provision of this guidance document in tender documents.

Where instances of non-compliance to the requirements are identified, a non-conformance report (NCR) will be raised by Sisk to the supply chain partner in question for appropriate action.

7 Key Performance Indicators (KPI's)

The Responsible Procurement performance of our strategic supply chain partners will be tracked and measured against a standard suite of Key Performance Indicators which are in line with the targets set out in our 2030 Sustainability Roadmap. These KPI's include but are not necessarily limited to the metrics below.

Area	Unit	Target
Sustainable timber	% Sourced	100%
Concrete – transition to net zero concrete	% Sourced	30% by 2025 50% by 2030 100% by 2050
Reinforcement – transition to net zero steel	% Sourced	50% by 2030 100% by 2050
HVO Fuel (hydrotreated vegetable oil)	% Sourced	100%
Engagement with Social enterprises	% Spend	20% increase year on year





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8 Grievance Procedure

Sisk are committed to conducting our business with honesty and integrity and have a Speak Up Policy (ref POL-LG-004) in place that covers all employees, consultants, contractors, and agency workers. A copy of the policy can be provided upon request.

Should there be a circumstance where you would like to raise any concerns anonymously there is a Speak Up hotline run by Navex Global/Ethics on the following numbers: -

- Ireland +353 1800 851 140
- United Kingdom & Northern Ireland +44 0808 1965 702
- Netherlands +31 0800 0235041
- Sweden +46 020 88 16 05

Alternatively via e-mail siskmobile@ethicspoint.com or via a secure website at <https://secure.ethicspoint.eu/domain/media/en/gui/106425/index.html>