

ETHICAL & SUSTAINABLE PROCUREMENT POLICY

ETHICAL STATEMENT

We insist on ethical standards from our suppliers and in turn must exhibit the highest ethical standards ourselves. This statement ensures that our activities are carried out in a socially, ethically and environmentally responsible manner.

It is the duty of all employees, but particularly those involved in the procurement process, to maintain and be seen to maintain this unimpeachable standard of integrity in all business relationships both internally and externally.

Practices which might reasonably be deemed improper must be rejected to ensure that Key Security and its employees are trusted and respected for not only carrying out its business efficiently, but in a fair and reasonable manner with integrity.

To continually improve our ethical procurement performance, our business will engage with our supply chain to;


- ensure all current and prospective suppliers are accepted onto our Approved Supplier list with respect to their attitudes towards child labour, forced labour, fair pay, anti-corruption, working hours, health and safety, discrimination, freedom of association
- ensure suppliers maintain approval through the periodic updating of documentation and annual appraisal of service
- Work to ensure that our suppliers treat their people fairly and with respect, so there is a culture of equality and equity.
- encourage and influence suppliers to investigate their environmental impacts, including resource use, waste, energy and climate change.

SUSTAINABLE PROCUREMENT

To continually improve our sustainable procurement performance, our business will;

- maintain high standards of integrity in all our business relationships
- promote the employment of staff as opposed to subcontractors
- ensure our employees never use their position or authority for personal gain
- optimise the use of resources which we have influence over for the benefit of the company
- comply with the intent and agreed contractual obligations.
- remain impartial in all business dealing and not be influenced by those with vested interests
- require potential suppliers to submit cost proposals for alternative more sustainable products, and in turn inform our customers of more sustainable alternatives.

This policy will be reviewed and updated on an annual basis.

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ENVIRONMENTAL STATEMENT

Key Security (UK) Limited accepts the responsibility its operations have on both the local and global environment and is committed to reducing their impact.

The Managing Director will develop, establish and monitor an environmental policy and communicate this to all employees, subcontractors, suppliers and clients of Key Security.


The key points of the strategy to achieve this are;

- Minimise waste by evaluating operations are ensuring they are as efficient as possible.
- Use of local suppliers wherever possible.
- Minimise toxic emissions through the selection and use of any Company vehicles.
- Actively promote recycling both internally and amongst its Clients and Suppliers.
- Source and promote the use of products that minimise environmental impact.
- Meet or exceed all relevant environmental legislation that relates to the company.
- Work towards accreditation under ISO 14001.

Currently the Company ensures that the following happens to reduce our environmental impact;

- Compliance with our ethical and sustainable purchasing policy
- Used printer cartridges are donated to Wakefield Hospice.
- Company vehicles have trackers installed to monitor speeds.
- Company vehicles are stored with fuel tanks at no more than 25%.
- Waste paper and cardboard is recycled.
- Lights and power off policy on equipment/offices not in use.
- All plastic, can and glass containers are recycled.
- Old uniforms are sent to textile/fabric recycling warehouses.
- Fair trade products such as tea, coffee and sugar are purchased wherever possible.
- Routes for travel are planned to reduce the impact on the environment.
- Mobile Services are combined to provide efficient use of fuel and vehicles.

These procedures are to be embellished and developed throughout the Company with regular review and improvements implemented.

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