



MSO Responsible Procurement Policy

Responsible Procurement is an important element in delivering the MSO Cleland Ltd vision.

The Policy is an integral part of our procurement processes. It drives for transparency, adherence to laws, regulations, minimum standards and continuous improvement. It will ensure that we procure our raw materials, goods and services in a responsible way, in line with our values.

Whilst constant improvements at cutting overall costs will be a core feature of our business, Responsible Procurement will be given systematic consideration alongside factors such as price, quality and service.

This Policy applies to all goods and services as supplied by all our suppliers and their supply chains.

Our Responsible Procurement Policy has the following principles:

- **Fair Business Practices** – the MSO Cleland Ltd Code of Conduct outlines the ethical standards and fair business practices by which we conduct business and we expect our suppliers to adopt similar principles.
- **Human Rights** – we expect our suppliers to develop and implement policies and procedures to ensure all human rights in their business and to encourage their suppliers to do likewise.
- **Health & Safety** – we expect our suppliers to adopt management practices in respect of Health & Safety which provide a high level of safeguarding for their workers.
- **Environmental Protection** – we expect suppliers to maintain effective policies, processes and procedures to manage their environmental impact.
- **Local Community Development** – we expect our suppliers to contribute to the social, economic and institutional development of the communities in which they operate.

MSO Cleland Ltd will take all reasonable, practical steps to assess our suppliers to ensure that the required standards are being met.

A handwritten signature in black ink, appearing to read 'Joanne Calixto', is written over a thin horizontal line.

J Calixto
Managing Director