

## **Responsible Sourcing and Ethical Trading Policy**

voestalpine Metsec plc is the UK's largest specialist cold roll-forming company providing products for the UK construction and manufacturing industries.

We are committed to sourcing our materials and managing our supply chain in the most responsible, sustainable, fair and ethical way. Metsec shall consider responsible sourcing in all stages of manufacturing from the supply and processing of raw material, through to the delivery and supply of products and ultimately product disposal. Responsible sourcing of products shall take into account environmental, social, economic, ethical, labour, legal and other concerns within the whole supply chain.

voestalpine Metsec plc operates this policy within the principles detailed below and shall communicate this policy to all those responsible for ensuring compliance.

### **People and the Community**

#### **Health and Safety**

Maintaining a safe working environment for all employees, suppliers, and sub-contractors or anyone who could be affected by voestalpine Metsec plc.'s operations and activities is of paramount importance and a primary commitment.

- » The company have created a Health and Safety system with ambitious targets and objectives to develop a culture of continuous improvement.
- » The company provide a safe and healthy working environment with adequate welfare facilities, safe access/egress and the safe use, handling, transport and storing of materials, articles and substances.
- » The company provide guidance and support on the correct and safe use of products.
- » Every contractor and sub-contractor to voestalpine Metsec plc is briefed on the company health and safety policy and undergoes a site induction.

### **People**

Ensuring all employees have the necessary training, support and development opportunities to meet the changing needs of the business.

## voestalpine Metsec plc

- » The company provides training identified through the appraisal system and covers on the job training as well as internal and external specialist training.
- » The company, when recruiting, shall consider the company's objectives with regard to responsible sourcing and sustainability and shall highlight these objectives through the new staff induction programme, relevant professional and functional training.

Engaging and communicating with stakeholders and the local community.

- » voestalpine Metsec plc have implemented a stakeholder engagement policy as well as standards for local community liaison including a clear complaints procedure.
- » Continue to support sustainable communities by providing employment and economic activity through fair operating practices, and recognise the importance of developing a skilled and competent workforce.

Treating employees and contractors fairly, with respect and upholding fundamental labour rights.

- » voestalpine Metsec plc comply with all national employment laws and all employees are issued with a company handbook detailing company expectations and the code of conduct required from all employees.

## Suppliers

Building mutually beneficial ethical, economical and environmentally sustainable partnerships with key suppliers.

- » voestalpine Metsec plc is in support of the United Nations Global Compact principles and has issued this responsible sourcing policy detailing its commitment and its expectations regarding supplier commitment to the ten principles.
- » voestalpine Metsec plc shall work with its suppliers to uphold the freedom of association and the effective recognition of the right to collective bargaining and to ensure the elimination of: a. All forms of forced and compulsory labour b. The effective abolition of child labour c. The elimination of discrimination in respect to employment and occupation.
- » Suppliers shall be assessed against the relevant criteria of the UN global compact agreement.
- » voestalpine Metsec plc shall work against corruption in all its forms, including extortion and bribery
- » A safe and sustainable operation is fundamental to how Metsec conducts its day to day activities. As part of this voestalpine Metsec plc are working hard to continually improve its safety and environmental performance, as part of this activity voestalpine Metsec plc shall be continually review its supply base and encourage environmental stewardship through the supply chain.

## Natural Resources and the Environment

### Environment

Continuing to develop programmes which reduce the use of natural resources within all company operations.

- » Maximising where feasibly possible; the reduction, recycling and recovery of waste in the manufacturing process and transport through the use of:
- » Recycled and renewable materials
- » Purchasing of timber through Forest Stewardship Council (FSC) certified sources.
- » Monitoring of Gas, Electric and Water and having targets for reduction.
- » Preventing pollution and recognising the importance of national heritage, ecological value, and biodiversity during use and after the end of life of the site.

### Packaging and Delivery

Minimising the environmental impact of Metsec's transportation and packaging requirements. voestalpine Metsec plc reduces the impact of its transportation of product by:

- » Utilising smaller vehicles to maximise loads.
- » Work with hauliers to maximise vehicle usage and prevent vehicles returning empty (backloads).
- » Combining loads from different divisions to maximise loads.
- » Ensuring all vehicles comply with the latest emission's legislation.

### Legal and Business Practices.

voestalpine Metsec plc shall confirm its legal obligations by adopting the following business practices

- » All materials (Steel) used to manufacture products is traceable back to the mill where it was produced.
- » Engage with national and international regulators to ensure legal compliance.
- » Ensure all operations comply with the company's business code of conduct with regard to environmental, employment, health and safety and other legal regulatory requirements.
- » Support and respect the protection of internationally proclaimed human rights and make sure that the company is not complicit in human rights abuses.

voestalpine Metsec plc is committed to implementing this policy across the supply chain.



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