



PRIORITY WASTE – SUSTAINABLE & ETHICAL PROCUREMENT POLICY

Version: 1.0

Issued: 23/10/2025

Next Review: 23/10/2028

Approved By: Nikolay Tovirov – Operations Director

1. Purpose

The purpose of this Sustainable & Ethical Procurement Policy is to ensure that Priority Waste Limited procures goods and services responsibly, ethically and sustainably whilst maintaining value for money, operational efficiency and compliance with applicable legislation.

Priority Waste recognises that procurement decisions can have significant environmental, social and economic impacts. This policy aims to minimise negative impacts and promote responsible business practices throughout our supply chain.

Priority Waste is committed to conducting business in a manner that supports environmental protection, ethical business practices, human rights, fair labour standards and sustainable economic development.

This policy applies to all employees, contractors and representatives involved in the purchasing of goods and services on behalf of Priority Waste Limited.

2. Definitions

For the purposes of this policy:

Procurement

The process of sourcing, selecting, purchasing and managing goods, services and suppliers.

Supplier

Any organisation or individual providing goods or services to Priority Waste Limited.

Sustainable Procurement

The procurement of goods and services in a manner that delivers value whilst minimising environmental impact and supporting positive social and economic outcomes.

Ethical Procurement

The procurement of goods and services from suppliers that operate lawfully, responsibly and in accordance with recognised ethical standards.

Supply Chain

The network of organisations involved in the provision of goods and services to Priority Waste Limited.

3. Scope

This policy applies to:

- All procurement activities undertaken by Priority Waste Limited
- The selection, approval and monitoring of suppliers
- The purchase of goods, materials, equipment and services
- Contractors, subcontractors and service providers engaged by Priority Waste Limited

This policy covers both direct and indirect procurement activities.

4. Procurement Principles

Priority Waste is committed to procuring goods and services in accordance with the following principles:

- Compliance with all applicable legal and regulatory requirements
- Fair, transparent and objective supplier selection processes

- Value for money over the full lifecycle of goods and services
 - Reduction of environmental impacts wherever reasonably practicable
 - Promotion of ethical business conduct throughout the supply chain
 - Support for responsible waste management and resource efficiency
 - Continuous improvement in procurement practices
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5. Environmental Considerations

Where reasonably practicable, Priority Waste will seek to:

- Purchase products and services with lower environmental impacts
- Reduce unnecessary consumption and waste
- Prioritise reusable, recyclable and recycled-content products
- Minimise packaging waste
- Select suppliers that demonstrate sound environmental management practices
- Support suppliers that actively reduce carbon emissions and resource consumption
- Consider transportation impacts when selecting suppliers

Environmental factors shall form part of supplier evaluation where relevant to the goods or services being procured.

6. Ethical Considerations

Priority Waste expects suppliers to operate ethically and responsibly.

Suppliers should:

- Comply with all applicable laws and regulations
- Provide safe and healthy working conditions
- Prohibit forced labour, modern slavery and human trafficking

- Prohibit child labour
- Promote equality, diversity and non-discrimination
- Conduct business with integrity and transparency
- Maintain appropriate standards of employee welfare

Priority Waste reserves the right to suspend or terminate supplier relationships where serious ethical concerns are identified.

7. Supplier Selection & Evaluation

Suppliers may be assessed against factors including:

- Cost and value for money
- Quality and reliability
- Health & Safety performance
- Environmental performance
- Ethical business practices
- Regulatory compliance
- Service standards
- Financial stability

Where appropriate, Priority Waste may request evidence of certifications, policies, licences, permits or other supporting documentation as part of the supplier approval process.

8. Monitoring & Continuous Improvement

Priority Waste will seek to:

- Monitor supplier performance where appropriate
- Review supplier compliance with contractual requirements

- Encourage suppliers to improve environmental and ethical performance
- Review procurement practices periodically
- Identify opportunities to reduce environmental impacts across the supply chain

Lessons learned from procurement activities may be used to improve future purchasing decisions and supplier management processes.

9. Responsibilities

Operations Director

- Overall responsibility for implementation of this policy
- Approval of significant procurement decisions where required
- Ensuring compliance with applicable procurement legislation and company standards

Managers and Employees

- Follow the principles outlined within this policy
- Consider environmental and ethical factors when making purchasing decisions
- Report any concerns regarding supplier conduct
- Support the implementation of sustainable procurement practices

Suppliers

- Comply with all applicable legal requirements
 - Cooperate with reasonable requests for information relating to sustainability and ethical standards
 - Maintain high standards of business integrity and environmental responsibility
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10. Policy Responsibility & Review

- Overall responsibility for this policy lies with the Operations Director.

- This policy will be reviewed every three years, or sooner if legislation, regulatory requirements or business needs change.
 - Any significant legislative changes affecting procurement practices shall trigger an immediate review.
 - This version (1.0) replaces all previous versions.
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11. Related Legislation & Guidance

This policy supports compliance with, but is not limited to:

- Modern Slavery Act 2015
 - Bribery Act 2010
 - Equality Act 2010
 - Health and Safety at Work etc. Act 1974
 - Environmental Protection Act 1990
 - Waste (England and Wales) Regulations 2011
 - UK GDPR and Data Protection Act 2018 (where procurement involves personal data)
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12. Acknowledgement

All employees involved in procurement activities must read, understand and comply with this policy.

Signed:

Nikolay Tovirov

Operations Director

Priority Waste Limited

Date: 23rd October 2025

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