

Equans UK and Ireland Supplier Charter

Introduction

Equans conducts business with integrity and transparency and ensures that ethics, health safety, quality and environmental standards are maintained at the highest level in all business relationships. Equans manages suppliers as an extension of itself and expects standards of performance and conduct in line with Equans' policies and applicable laws.

This Equans UK and Ireland Supplier Charter (Supplier Charter) pledges our suppliers to support us meeting our objectives set out in our Responsible Procurement Policy, [Health and Safety Policy](#), [Environment Policy](#), [Modern Slavery Policy](#), [Quality Policy](#) and the [IMPACT Charter](#) which are designed to deliver social, economic, and environmental value to our customers and the communities we serve.

The Supplier Charter is made up of three sections – mandatory supplier commitments, non-mandatory supplier commitments and Equans own obligation towards suppliers.

For mandatory requirements there are no exceptions for compliance.

For non-compulsory requirements we ask our suppliers to commit to work to these standards, and help us to deliver social, environmental, and economic objectives where possible in line with supplier capabilities. Non-compliance does not have effect on onboarding and Equans – Supplier relationship.

Supplier / Subcontractor mandatory commitments to Equans:

1. Compliance to Equans' ethics, anti-bribery and corruption, modern slavery and anti-discrimination standards

Equans is committed to comply with all applicable laws and regulations, including but not limited to Bribery Act 2010, Equality Act 2010 and Modern Slavery Act 2015. Our business is built upon a culture of robustness and performance, which is underpinned by an individual and collective commitment to always maintain the highest ethical standards. Ethical behaviour requires both personal and team commitment. Our approach to ethics and compliance underlines what we stand for as a business and as individual employees. This includes how we choose to act in our day-to-day behaviour, in the way we do our jobs and in our business dealings with others. Therefore, we ask our suppliers to:

- Ensures compliance with Equans [Code of Ethics](#) and [Anti-Corruption Code of Conduct](#) and with all applicable laws, statues, regulations.
- Conducts its business in a manner that is consistent with the Modern Slavery Act 2015 and fundamental protection of Human Rights which includes implementation of a due diligence procedure for its own supply chain to ensure that there is no forced or compulsory labour, child labour, slavery or human trafficking taking place.
- Ensures that it maintains fair competition and avoid complicity in its business practices.
- Ensures there is full compliance with all relevant legislation relating to equality and diversity, in particular the Equality Act 2010 and is committed to promoting equality of opportunity and diversity within the organisation and its supply chain.
- Ensures that any concerns or non-conformities must be reported through the Equans Ethics & Compliance reporting system either by phoning 03337007020 or mailing EthicsandCompliance.UK@equans.com.

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2. Compliance to environmental standards

Equans is fully committed to achieving Net Zero emissions by 2045 consistent with the Government's commitment under the Climate Change Act 2008. We have been actively decarbonising our business for over a decade, and we have reaffirmed our Net Zero focus by committing to set company-wide emission reductions in line with the Science-Based Targets Initiative (SBTi). Equans places great importance on environmental welfare and is certified to ISO 14001:2015. We aim to align our environmental practices with our supply chain. Therefore, as a minimum, we expect our suppliers will:

- Maintain and operates an environmental policy certified to ISO 14001 standard. If the supplier is not certified to the standard, the supplier will use all reasonable endeavours to progress and obtain certification to that standard or equivalent.
- Support Equans to meet our energy and carbon reduction targets by improving the energy efficiency of its operations and by offering optimised low-carbon products and services.
- Support Equans to meet our zero waste to landfill target and offer products made from re-used and recycled materials or virgin materials certified in accordance with responsible sourcing best practices (e.g., timber and timber products supplied to us or procured to carry the Forest Stewardship Councils (FSC) or equivalent Trademark).

3. Compliance to quality, transparency, and improvement

Our integrated management system is certified to ISO 9001:2015. This system demonstrates our approach to managing quality across our operations. To maintain the highest standards related to quality, transparency, and improvement, we require our suppliers to:

- Maintain and operate a quality assurance policy or system that is certified to ISO 9001 standard. If the supplier is not certified to the standard, the supplier will use all reasonable endeavour to progress and obtain certification to that standard or equivalent.
- Undertake self-assessment questionnaire and takes part in any ethics, quality, health and safety and environmental audits to monitor performance as and when required.
- Comply with all statutory, regulatory and relevant Equans reporting requirements.
- Provide us with information on the provenance of products (especially in relation to mitigation and prevention of Counterfeit, Fraudulent and Suspect Items), upon request, and be transparent in relation to the identification of risks, processes and working practices.

4. Compliance to Health and Safety

Safety First is the way Equans manages and reinforces our commitment to achieving the highest standards of health & safety. Safety First underpins a culture of zero severe accidents for our employees, temporary workers and sub-contractors, and promotes positive safety behaviours throughout our business. Everyone must remain focused to ensure health and safety remain our top priority. The Subcontractors should ensure they comply with the following:

- Ensure they have read, understood and comply with the Equans Health & Policy Statement and 10 Golden Life Saving Rules:
 - Use appropriate and compliant tools. Wear your personal protective equipment (PPE)
 - Do not walk or stand under a load
 - Stay out of the moving path of vehicles, plant and equipment
 - Clip on you harness when working at height

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- Only enter a trench if the appropriate wall supports are in place
 - The atmosphere must be tested safe before entering a confined space and monitored as you work
 - Do not perform hot work unless the fire or explosion risks have been eliminated
 - Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting the work
 - Do not handle your phone or any other communication device when driving
 - Do not drive under the influence of alcohol or drugs
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- Ensure all their workforce, including temporary workers, understand and comply with the requirement to attend a site induction before commencing works.
 - Maintain and operate a health and safety policy or system that is certified to ISO 45001 standard. If the Subcontractor is not certified to the standard, the Subcontractor will use all reasonable endeavour to progress and obtain certification to that standard or equivalent.
 - Ensure all risk assessments, method statements, manual handling and Control of Substance Hazardous to Health (COSHH) Assessments are provided in good time before the works are to commence in order that the Equans teams can review them prior to work commencing.
 - Ensure all their workforce have read, understood, and will implement the control measures outlined in their risk assessments, method statements, manual handling and Control of Substance Hazardous to Health (COSHH) Assessments.
 - Ensure their workforce are provided with Personal Protective Equipment (PPE) in line with the requirements outlined in the subcontractor's risk assessment / Safe system of work.
 - Where a local risk assessment deems it necessary to wear a helmet, Equans group mandate the systematic wearing of helmet's chinstraps for our employees, our temporary workers, and our subcontractors with immediate effect. Supply-chain partners are expected to provide 4-point chinstraps at their own cost.
 - Ensure their workforce are aware of the requirement to report all accidents, incident, near misses and health & safety observations immediately. If required, the subcontractor is responsible for reporting relevant accidents under the Reporting of Injuries, Diseases & Dangerous Occurrences Regulations (RIDDOR). Subcontractors must also cooperate with Equans and Client incident investigations relating to accidents and incidents involving their workforce.
 - In the event of serious and imminent danger, all employees – of Equans, the Subcontractor and its subcontractors – must cease or call a halt to work if required by the situation, for their own safety and/or that of other people or property (STOP the work). In such cases, Equans must be informed of the situation immediately.
 - The subcontractor must cooperate with the Client and Enforcing Authorities at all times.
 - Ensure all tools and equipment provided by the subcontractor to the workforce are in good order and well maintained in line with Manufacturer Instructions and Statutory requirements.
 - Ensure they communicate all Health & Safety risks relating to their works to Equans and other subcontractors.
 - Ensure all their workforce are competent, with relevant training, knowledge, and experience to undertake their works.
 - Ensure all Occupational Health Surveillance is undertaken by their workforce as required by COSHH assessments or legal requirements.
 - Ensure their workforce are aware that they have the right to STOP work if they think Health & Safety is compromised. It is each employee's right and duty to help to ensure everyone's safety, both Equans employees and staff from subcontractors. In such cases, they shall alert management and only resume the task when safety conditions are restored.
 - Shared vigilance is being vigilant for our own and for everyone's safety. All employees, either from Equans or subcontractors shall alert anyone if his/her safety seems threatened and know

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how to react to someone who intervenes to protect his/her own safety and wellbeing. Permanent vigilance on electrical risk must be applied.

- An HiPo is an event with very high potential severity that could lead to a fatal or serious injury. In order to prevent the worst from happening one day, all employees must report any event with a high severity potential to management. They shall be analysed, and corrective actions implemented.
- Sub-Subcontracting is subject to the prior approval of Equans. The Subcontractor shall inform Equans prior to any temporary workers mobilization.
- Equans and the Subcontractor must conduct regular planned or unplanned inspections (verifying certificates and the state of equipment, plants, vehicles, protective equipment, etc.) and checks (assessing compliance with the 10 Golden Life-Saving Rules and safety instructions, the information given, the conformity of completed work, etc.). The results of these inspections and checks must be documented and exchanged between Equans, the Subcontractor and any of its subcontractors.
- The Subcontractor must have a designated and qualified Health & Safety representative.
- Where the Purchase Order/s exceeds a significant amount (more than £20,000), the subcontractor must provide information monthly about the hours worked (by its staff and that of any and all of its subcontractors) so that the frequency rate can be calculated (for this Purchase Order/s).
- If tests need to be carried out prior to the commissioning of equipment installed by the Subcontractor, the specific risks must be jointly analysed in advance with a view to clearly defining the respective roles. If required, safety documentation must be updated by the Subcontractor and staff operating the facility must be given adequate training by the Subcontractor before commissioning. A final inspection of all works must be carried out by both Parties.
- The Subcontractor's Health and Safety performance will be periodically assessed. The period and level of assessment shall be directly proportionate to the level of risk. The results of such assessment will be communicated by Equans to the Subcontractor.
- If the Subcontractor fails to comply with all or some of the Health and Safety requirements, a system to manage and review appropriately for the context and proportionate to the discrepancies shall be applied. In situations where the Subcontractor's breach leads to suspending works and services, the Subcontractor will indemnify Equans. The Indemnity is based on the consequences of the breach, including costs of restoring the health and safety conditions required by Equans (e.g., stopping the works/project, demobilising staff, temporarily excluding the supplier from subsequent calls for tenders). In the case breach is reiterated, Equans may decide if the subcontractor's qualification shall be temporarily suspended (thus, the subcontractor will not be invited to participate in calls for bids) or continued, subject to a recovery plan.
- Comply with all relevant standards for the health and safety of employees and third parties and (as a minimum) maintains all statutory hygiene requirements.

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Supplier / Subcontractor non-mandatory commitments to Equans:

5. Commitment to creating social value, additional environmental standards, supplier improvement and development

As an industry leader, Equans takes all aspects of Responsible Business (RB) seriously. We work with clients to identify opportunities for social value, and with our operational teams and supply chains to deliver on our commitments. As a business, we have a unique opportunity to draw on our capabilities in energy, services, and regeneration to develop new sustainable services delivering low-carbon, energy-efficient places and spaces whilst maintaining a focus on supporting the UK transition to zero carbon. Therefore, we ask our suppliers to endeavour to:

- Register with the Supply Chain Sustainability School, of which Equans is a founding member and partner. Suppliers can register [via this link](#).
- Sign up for fair payment of its own suppliers/subcontractors and/or the Prompt Payment Code and at least engage your own suppliers to follow this example and commit to the principles of the code.
- Support Equans to meet our commitments in relation to biodiversity by limiting the impact on the natural environment of their products and services.
- Support Equans to eliminate the use of all single-use plastics as part of its Circular Economy strategy.
- Support us to identify opportunities to reuse and reduce water use from our supply chain operations.
- Be a good neighbour, minimise negative local impacts (noise, air quality), and improve green areas (e.g., biodiversity, visual attractiveness).
- Support our commitment to sourcing our products and services locally and create local and diverse supply chains by using SMEs, Social Enterprises, and other diverse suppliers.
- Where possible endeavour to recruit locally, and through 'local networks and media' advertise all employment opportunities, apprenticeships, graduate programs, internships, placements for students, training and employment schemes.
- Collaborate on Equans employment and employability initiatives.
- Collaborate on Equans social value initiatives and community Investment activities (e.g., volunteering, fundraising and sponsorship opportunities).
- Consider supporting social value pledges / commitments in which Equans partners, including the Care Leavers Covenant, Employers Domestic Abuse Covenant, Social Mobility Pledge, Armed Forces Covenant, BITC's Race at Work Charter.
- Help to meet Equans targets and objectives outlined in our IMPACT Charter and work with us to create value by identifying opportunities for innovation and improvement.
- Engage with Equans on projects around best practice.

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Equans' Commitment to its Suppliers and Subcontractors

Equans seeks to manage its supply chain in accordance with best practice and sustainable procurement standards. We are committed to supporting our suppliers to develop and improve their performance and knowledge of responsible business practices. We respect our suppliers and subcontractors, and we endeavour to ensure that our business relationships are fair and professional. We therefore urge all employees and senior executives to:

- Seek to create a fair framework for negotiations in all circumstances.
- Govern relationships with third parties through a clear contract.
- Makes sure that all of its dealings with suppliers and subcontractors are conducted honestly and fairly, regardless of the contact person.

Equans will ensure that any concerns, grievances or non-conformities relating to the above are fully investigated and followed up and the supplier/subcontractor (should they wish to disclose their details) will be informed of the process steps. Any concerns or non-conformities can be reported by Equans internal and external stakeholders through the Equans Ethics & Compliance reporting system either by phoning 03337007020 or mailing EthicsandCompliance.UK@equans.com

In addition to the above Equans is focused on providing support to the supply chain through the Sustainability Supply Chain School, of which it is a founding member. Within the School Equans offers free bespoke training upstream and downstream the supply chain on specific topics Sustainability, Offsite, BIM, Lean, Management and Procurement. The School provide the opportunity to attend training and networking events, gain CPD points, complete a self-assessment and get a bespoke action plan, complete e-learning modules and various training resources.

We encourage our suppliers to visit and familiarise themselves with content on the [Existing Suppliers](#) section on the Equans website.

Equans operates a No PO No Pay policy. Always ask your Equans contact for a Purchase Order (PO) before commencing work with Equans.

Equans UK is committed to protecting the information of its customers, employees, shareholders and suppliers. We have developed Information Security Supplier Management Policy to ensure business continuity, to prevent, detect and investigate fraud and to minimise business damage by preventing and reducing the impact of security incidents.

To protect company, client and employee information Equans UK endeavour the following actions:

- Ensure that information is accessible only to those authorised to have access.
- Implement safeguards to ensure the accuracy and completeness of information and processing methods.
- Ensures that authorised users have access to information and associated assets when required.