

## Ethical Sourcing Policy

Test Valley are established business's that recognise the need to carry out all aspects of work in an ethical manner that takes full account of the requirements of the Modern Slavery Act 2015.

In accordance with the expectations of our customers, the community, and the requirements of the Law, we endeavour to always operate responsibly within the community, and we expect the same from our suppliers.

Maintaining a reputation for the highest legal, moral and ethical standards in our dealings with our customers is critical for our ongoing success. This Policy has been developed to complement our core values of integrity, trust and acting responsibly.

We are committed to working with our suppliers to help improve their labour and environmental practices.

We expect our suppliers to support the ethical standards set out in this Policy with regards to workplace safety, environment, and fair pay and employment conditions.

Our Policy sets out the standards that we expect all of our suppliers to comply with when producing and supplying products for the Test Valley no matter where they operate in the world. We recognise that full compliance with these criteria may take time for some suppliers, and we are committed to working with our suppliers to implement improvement plans and help them achieve compliance.

Our suppliers must commit to complying with the following requirements, many of which are drawn from the Ethical Trading Initiative (ETI), the International Labour Organisation (ILO) Conventions and the FSC -STD-40-004 V 3-1 core labour requirements. These requirements represent minimum standards based on the principles of the United Nations Universal Declaration of Human Rights

Our belief in this means that we will seek to source and purchase goods which are produced and delivered under conditions that do not involve the abuse or exploitation of any persons, encompassing the following key aspects:

- Child/forced labour- Test Valley supports ILO Convention 138 with regard to the appropriate age of workers and will not work with suppliers who use child labour.
- Conditions of work - A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards
- Health and Safety- Adequate steps should be taken to prevent accidents and injury to health in the working environment.
- Regular Employment is provided.
- Freedom of association and the right to collective bargaining are respected.
- Discrimination – On any grounds
- Wages - Wages and benefits paid for a standard working week meet, as a minimum, national legal standards or industry benchmark standards, whichever is higher
- Hours of work comply with any Law and benchmark industry standards, whichever affords greater protection
- Environment- Comply with national and local environmental laws and regulations

## Ethical Sourcing Policy

Test Valley is committed to working in partnership with its suppliers to help achieve compliance with this Policy. In the event where any supplier is unwilling or unable to demonstrate continuous improvement towards full compliance with our standards, the trading agreement between Test Valley and the supplier will be terminated.

This Policy will be reviewed on an annual basis and amended as required in accordance with the requirements of the Modern Slavery Act 2015.

Approved by



15.11.23.

Position: Managing Director Date Approved

Test Valley is committed to working in partnership with its suppliers to help achieve compliance with this Policy. In the event where any supplier is unwilling or unable to demonstrate continuous improvement towards full compliance with our standards, the trading agreement between Test Valley and the supplier will be terminated.

This Policy will be reviewed on an annual basis and amended as required in accordance with the requirements of the Modern Slavery Act 2015.

The following statement is made in accordance with section 54(1) of the Modern Slavery Act 2015 concerning our activities during the financial year ending 31 December 2023.

Our supply chain consists of the following stages:

- Raw material suppliers (e.g. paper mills, plastic manufacturers)
- Manufacturing partners (e.g. converters, printers)
- Distributors and retailers

We have identified the following potential risks in our supply chain:

- Raw material suppliers: Potential for child labour in some developing countries.
- Manufacturing partners: Potential for forced labour and poor working conditions in some countries.
- Distributors and retailers: Potential for exploitation in some developing countries.

We are taking the following steps to address these risks:

- Supplier Code of Conduct: All suppliers are required to sign a code of conduct that includes clauses on human rights, labour practices, and environmental standards.
- Supplier Audits: Regular audits are conducted on our manufacturing partners to ensure compliance with our standards.
- Supplier Training: Training is provided to suppliers on our ethical standards and the Modern Slavery Act 2015.
- Supplier Selection: Care is taken when selecting suppliers to ensure they share our commitment to ethical practices.

We are committed to continuing to review and improve our supply chain management processes to ensure full compliance with the Modern Slavery Act 2015.