



Ethical Purchasing Policy

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CAPITAL SHIELD SECURITY LTD policy is to seek to purchase goods and services which:

They are produced and delivered under conditions that do not abuse or exploit any persons or the environment. These considerations will form part of the evaluation and selection criteria for all goods and services purchased by (insert company name).

Purpose

- The purpose of the policy is to promote good labour and environmental standards in the supply chain of goods and services to our clients and protect (insert Company name) reputation.

Employment is freely chosen

- Freedom of association and the right to collective bargaining are respected
- Workers have the right to join or form trade unions of their own choosing and to bargain collectively.

Working conditions are safe

- A safe and hygienic working environment shall be provided, bearing in mind the knowledge of the industry and of any specific hazards.
- Adequate steps shall be taken to prevent accidents and injury to health occurring in the course of work by minimizing the causes of hazards in the working environment.
- Workers shall receive regular and recorded health and safety training and training shall be made available for new workers.

Child labour shall not be used

- There shall be no recruitment or use of child labour.

Living wages are paid

- Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmarks, whichever is higher.
- Wages should always be high enough to meet basic needs and to provide some discretionary income.

Working hours are not excessive

- Working hours comply with national laws and benchmark industry standards, whichever affords greater protection.

No discrimination is practiced

- There is no discrimination is practiced in hiring, compensation, access to training, promotion, termination, or retirement based on race, national origin, religion, age,
- disability, gender, marital status, sexual orientation, union membership or political affiliation.

No inhumane treatment is allowed

- Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.



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We Expect suppliers to:

- Accept responsibility for labor and environmental conditions under which products are made and services provided. This includes all work contracted or sub-contracted and that conducted by home or other out-workers.
- Assign responsibility for implementing the policy to a senior manager.

Both parties will:

- Require the immediate cessation of serious breaches of the policy and if necessary, terminate the business relationship.
- Seek to ensure all employees are aware of their rights and involved in the decisions which affect them.
- Avoid discriminating against enterprises in developing countries.
- Recognize official regulation and inspection of workplace standards, and the interests of legitimate trades unions and other representative organizations. Seek arbitration in the case of unresolved disputes.

Compliance with Legislation

[Company Name] shall adhere to the requirements of the CPR 2011 (as amended) and other relevant UK or Northern Ireland regulations.

Construction products placed on the market shall comply with applicable harmonised standards or designated standards, ensuring they meet safety, performance, and environmental criteria.

UKCA and UK(NI) Marking

Products for the UK market shall bear the UKCA marking, demonstrating compliance with the regulatory standards.

Products placed on the Northern Ireland market shall bear the UK(NI) marking where required and comply with both EU and UK standards under the Northern Ireland Protocol.

Technical Documentation and Declarations

We shall maintain technical documentation and ensure that all necessary Declarations of Performance (DoP) are prepared, accurate, and accessible.

Documentation will include product specifications, risk assessments, and testing results to support conformity assessments.

Testing and Certification

All products will undergo rigorous testing by UK-approved bodies to meet UKCA requirements.

For UK(NI)-marked products, certification will comply with EU harmonised standards as necessary.

Supplier and Subcontractor Requirements

All suppliers and subcontractors must demonstrate compliance with CPR, including adherence to UKCA/UK(NI) marking requirements for their products or components.

Suppliers shall provide evidence of conformity assessments and DoPs for relevant products.

Continuous Improvement

[Company Name] is committed to continuously monitoring and improving its processes to ensure ongoing



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compliance with regulatory updates and standards.

Employees will receive training to understand the significance of UKCA and UK(NI) markings and their roles in ensuring compliance.

Enforcement and Non-Compliance

Non-compliance with this policy will result in corrective actions, including re-evaluation of suppliers or withdrawal of non-compliant products from the market.

CAPITAL SHIELD SECURITY LTD will cooperate fully with market surveillance authorities to resolve any compliance issues promptly.

A handwritten signature in black ink, appearing to be "J. Smith", is positioned above the company name.

CAPITAL SHIELD SECURITY LTD

This policy is reviewed on 01/01/2026