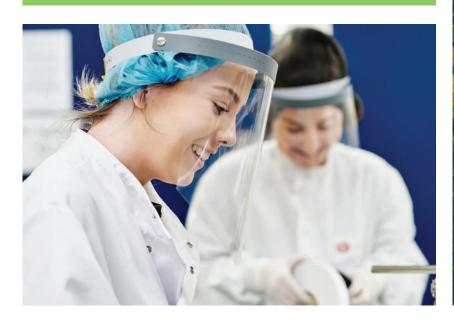


SUSTAINABILITY OVERVIEW





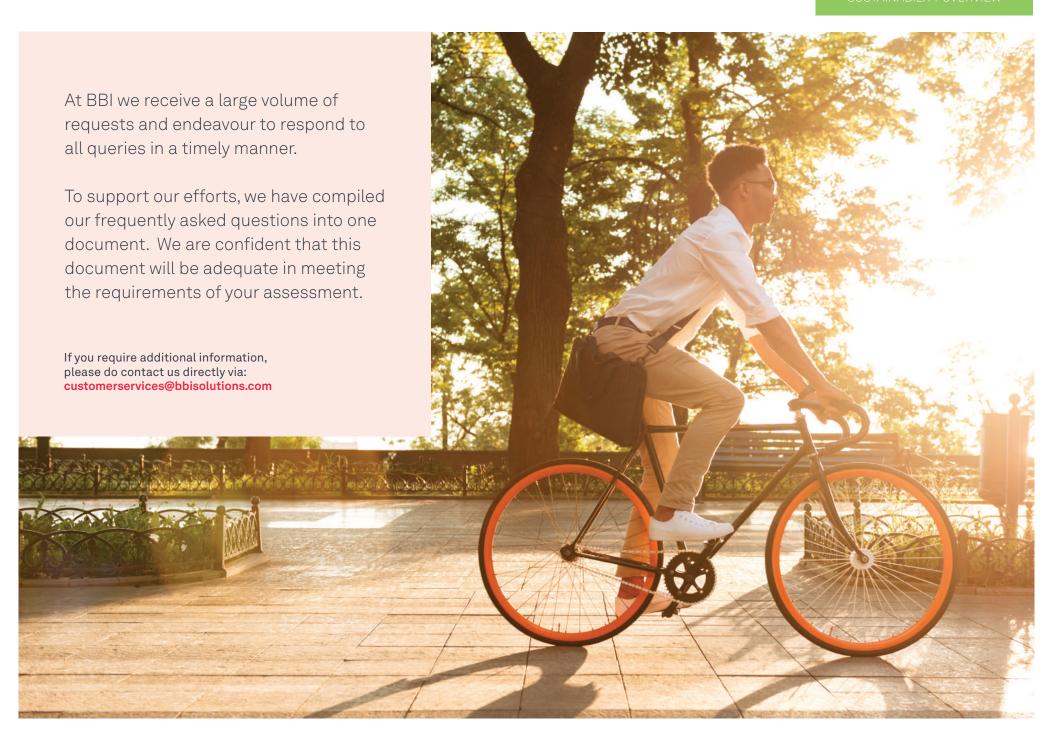
03 Introduction

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GLOBAL GOVERNANCE POLICIES

- + Corporate Criminal Offence Policy
- + Social Media Policy
- + Anti-Corruption & Bribery Policy
- + Code of Conduct Policy
- + ESG Policy
- + Whistleblowing Policy
- + Anti-Harassment and Bullying Policy
- + Equal Opportunities Policy
- + Modern Slavery Policy Statement
- + Code of Ethics Policy
- + Privacy Policy
- + Data Breach Notification Policy
- + Supplier Code of Conduct Policy
- + Expenses Policy
- + Employee Relations Policy
- + Competition Compliance Policy







AUDITS & ASSESSMENT PARTICIPATION

- + UK Energy Saving Opportunity Scheme (annual data submission and 4-yearly audit)
- + UK Streamlined Energy and Carbon Reporting (annual)
- + EcoVadis Sustainability Rating (annual)
- + Third Party Sustainability Audit (annual)
- + Climate Change Risk Assessment (annual)
- + Stevenson and Farmer Wellbeing Standards













EXTERNAL REPORTING

- + Corporate Social Responsibility Report (bi-annual)
- + Gender Pay Gap Report UK Only (annual)
- + EcoVadis Sustainability Rating (annual)

QUALITY MANAGEMENT SYSTEM INFORMATION

- + ISO Certification ISO 13485:2016 certified ISO 27001:2022 certified
- + Certification body BSI
- + Information Security Certification Cyber Essentials Plus
- + REACH compliance Yes
- + FDA Establishment Registered Yes (reg. no. 3014684020







UN SUSTAINABLE GOALS

We have aligned our approach to the United Nations Sustainable Goals with particular attention to six specific pillars of sustainability:

- + Good Health and Wellbeing
- + Gender Equality
- + Clean Water and Sanitation
- + Affordable and Clean Energy
- + Responsible Consumption and production
- + Climate Action

RESOURCE MANAGEMENT & DEVELOPMENT

- + Personnel Training and Qualification Procedure
- + Talent & Resourcing Platform
- + iHASCO Training Platform (>230 training programmes)
- + Appraisals inc. Employee Goals and Objectives







ENVIRONMENTAL, HEALTH AND SAFETY PROCEDURES

- + Business Continuity Plan
- + Global Risk Management Procedure
- + Global General Risk Assessment Form
- + Global Manual Handling Risk Assessment Form
- + Global Hazardous Substance Risk Assessment Form
- + Global Display Screen Equipment Policy
- + Global Display Screen Equipment Assessment Form
- + Global Health & Safety Policy Statement
- + Global Environmental Policy Statement
- + Global Accident, Near Miss & Safety Observation Policy
- + Global Incident Investigation Form
- + Global First Aid Policy
- + Global Hazardous Substance Policy
- + Global Contractor Management Policy
- + Global Lone Working Policy
- + Global Environmental Policy
- + Global H&S New Material Introduction Policy
- + Global Safety Data Sheet Policy
- + Work at Height Procedure
- + General Conditions for Working in the Category II Laboratories
- + Personal Protective Equipment Procedure
- + Spills Procedure
- + Fire Procedure
- + BBI Solutions Permit to Work Control Certificate
- + New and Expectant Mothers Risk Assessment Procedure
- + Mental Health and Wellbeing Platform
- + Emergency Response Procedure

CUSTOMER ENGAGEMENT & HEALTH & SAFETY

- + Safety Data Sheets (SDS)
- + Certificate of Analysis (COA)
- + Product Information Sheet
- + Failure Modes and Effects Analysis (FMEA)
- + Recall Procedure
- + Complaint Procedure
- + Customer Sales and Enquires Procedure



WASTE PROCEDURES

- + Procedure for the Disposal of Waste
- + Procedure for Processing Biohazardous or potentially Biohazardous material
- + Disposal of Hazardous Substance Waste



SUSTAINABILITY PROCESSES

- + Volunteering Policy
- + Materiality Assessment (Annual)
- + Environmental & Sustainability Impact Assessment (Annual)
- + Corporate Social Responsibility Report (Bi-annual)
- + Sustainability Overview Brochure (Annual)
- + Green House Gas Commitment Statement (Annual)
- + Sustainability KPI Dashboard (Internal)
- + Global Sustainability Hub (Internal)
- + Scope 1 3 Reporting (Annual)

SECURITY PROCEDURES

- + Security Responsibilities
- + Security Vetting
- + Identification of Sensitive Information
- + Information Security
- + Security Incident Management policy
- + Control of access to archive room and secure information policy
- + Security Communications
- + KnowBe4 IT Training Platform

PROCUREMENT PROCESSES

- + Purchasing Controls Procedure
- + Approved List of Suppliers
- + Supplier Assessment Process
- + Procurement to Payment (P2P)
- + Material Ordering Process
- + Supplier Code of Conduct Questionnaire
- + Supplier Code of Conduct Risk Register
- + Supplier Contract Clause
- + Supplier Quality Agreement Template
- + Terms & Conditions of Sale
- + Terms & Conditions for Purchasing
- + External Supplier Audit Checklist
- + Endangered Species Statement
- + Conflict Mineral and Ethical Sourcing Statement
- + Tax Policy







EMPLOYEE ENGAGEMENT

- + Employee Engagement Survey (annual)
- + Employee Engagement Forum
- + Environmental, Health and Safety Committee
- + Diversity, Equity & Inclusion Survey
- + Employee Benefits Schemes
- + Collective Agreements on Working Conditions (applicable sites only)
- + Governance Policy Read and Acknowledgement (annual)
- + Employee Goals and Objectives
- + Reward & Recognition Programme

COMMUNITY ENGAGEMENT

- + STEM Involvement & Career Events
- + Charity Work & Event Participation (Chosen Charity at each site)
- + Litter Picking Events
- + Voluntary Blood Donations during work hours for local charities
- + Equipment Donations to local schools, colleges and universities

USEFUL LINKS

- + Corporate Social Responsibility Webpage
- + ISO Certifications
- + Gender Pay Gap Report
- + BBI Terms and Conditions for Sale
- + BBI Terms and Conditions for Purchasing
- + Privacy Notice
- + Customer Services
- + Careers
- + Employee Testimonials
- + Contact Us & Site Details



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