

Sustainable Procurement Policy

Our Business

Mayflex Holdings Limited (Mayflex) leads the way in the distribution of Converged IP Solutions. We use our specialist knowledge and experience to bring together best in class solutions covering Infrastructure, Networking and Electronic Security and meet the demanding needs of all types and sizes of businesses and organisations in the 21st century.

Mayflex Brands

Excel, Enbeam, Environ, Excelerator, Aura, XeLan, Elevate.

Purpose

Mayflex recognises that the types of products and services it buys have inherent social, human health, environmental and economic impacts, and that it should make procurement decisions that embody our commitment to sustainability while complying with national and international regulations.

This Sustainable Procurement Policy is intended to:

- communicate Mayflex's commitment to sustainable procurement to its employees, suppliers, Customers and communities in which it operates
- complement and support implementation of Mayflex's sustainability commitments and policies
- provide implementation guidance
- empower employees to be innovative and demonstrate leadership by considering sustainability benefits when making purchasing decisions

Scope

This policy applies to all products purchased.

This policy covers all aspects of sustainability: business ethics, environment, labour and human rights, community development.

This policy is effective from July 2023.

Policy

Mayflex will align its purchasing decisions with its commitment to protecting the environment and society. Mayflex will give preference to the purchase of goods and services that have less adverse impacts on human health and the environment.

Mayflex have a set of conditions which apply to all suppliers:

- Suppliers must comply and adhere to all the applicable environmental laws in respective countries
- Suppliers must undertake initiatives to promote greater environmental responsibility such as conservation of non-renewable natural resources (reduction of energy and water consumption, responsible waste management and disposal, reduction of greenhouse gases and other emissions harmful to the environment)
- Suppliers must obey all relevant international and domestic laws regarding ethical business practices
- Suppliers must ensure that slavery, human trafficking, and corruption is not taking place in any of their supply chains and in any part of their business
- Suppliers must comply with all applicable human rights laws, in accordance with the principles of the International Labor Organization and the UN Universal Declaration of Human Rights
- Suppliers must prohibit unlawful discrimination and harassment to provide a safe and inclusive work environment
- Suppliers must provide employees with a living wage, at a minimum

Mayflex commit to the following towards its suppliers:

- we will pay suppliers on time in accordance with invoicing terms
- we will treat suppliers fairly, including complying with all applicable legislation
- we will prioritise suppliers that can demonstrate they have embedded similar conditions in their own supply chains

Selection of Suppliers

Mayflex engage in identifying areas of higher risk within our supply chain and selecting suppliers accordingly.

Mayflex practices include:

- we map environmental, social and governance (ESG) risks in the supply chain to identify hotspots and procurement at risk (e.g. human rights, environmental, social or ethical issues)

- we engage with suppliers in sustainability risks as well as embed mitigating factors into the contracts
- we ask all new suppliers to complete an ESG assessment (covering policies, targets and metrics monitored)
- Mayflex have defined a set of mandatory evaluation criteria for suppliers to align with its expectations in terms of business conduct.

Mayflex have a set of additional evaluation criteria for suppliers.

We commit to give preference to suppliers:

- with proof of sustainability performance at company level, such as sustainability certifications (e.g. B Corp, EcoVadis, ISO 14001, etc)
- with sustainable labels at product level (e.g. organic label, EU Eco-label, FSC, Energy Star, Cradle to Cradle, etc)
- with formalised environmental, social and governance (ESG) policies and procedures
- with diversity and inclusion targets
- with GHG emissions reduction targets
- that publicly disclose their ESG performance

Continuous evaluation and monitoring of suppliers

Mayflex will ensure that suppliers will comply with ESG criteria by:

- automatically adding ESG clauses in our suppliers contracts
- requiring all of our suppliers to sign our Code of Conduct
- assessing our suppliers every year on their ESG practices
- conducting an audit covering ESG topics every year

Conflict Mineral Clause

Mayflex is committed to responsible sourcing and ethical business practices, including the responsible procurement of minerals. We recognise the potential risks associated with conflict minerals, such as tantalum, tin, tungsten, and gold, which can contribute to human rights abuses and armed conflict in certain regions.

Non-compliance with this policy

Mayflex's whistleblowing hotline is open to any external stakeholders, including suppliers and business partners. It can be used to report any violation to this policy, to local laws or any serious matters.

In case of serious violations of local laws by our suppliers, we will immediately terminate the contract.

Reporting

Mayflex is committed to monitoring its performance on sustainable issues and, to this end, tracks the following indicators:

- percentage of suppliers who have an Environmental Policy
- percentage of suppliers who have a policy on Human Rights or Diversity & Inclusion
- percentage of suppliers who have a formal Code of Ethics
- In order to gather data on the KPIs monitored, Mayflex will conduct an annual survey to its suppliers.

Policy Revision

This Policy is reviewed each year or in the event of any change in related government policy.