



MENZIES DISTRIBUTION SUPPLIER CODE OF CONDUCT

April 2025

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ETHICAL TRADING, SAFETY & SUSTAINABILITY

At Menzies Distribution Services Ltd, we and all our subsidiary companies (which include Menzies Distribution Solutions Ltd and Menzies Distribution Logistics Ltd (The Menzies Companies) are committed to being a force for good, every day of the week, this extends to all our dealings with customers, colleagues, suppliers and in the communities in which we work. Long-term thinking is essential when building a business that's ready for the future. A lot has changed since we started, not least our commitment to doing the right thing and hard-wiring sustainable practices into every aspect of our business. We are committed to a Net Zero CO2 emission ambition and would look to all our supplier partners to be adopting the same ambition.

Innovative thinking is a part of our culture. We're continually learning, looking for ways to refine and streamline the way we work and create a more sustainable future for people, businesses and the planet. We bring this mentality to the solutions we create for our customers too – making sure they don't have to compromise between people, profit or the planet. To ensure a consistent approach throughout our supply chain, we expect our suppliers to have or adopt similar business principles to our own.

As a Menzies Distribution Company supplier, you'll be required to acknowledge the significance of social, environmental and ethical matters in your conduct, and to work towards improving your Standards and performance in these areas. In short, we encourage and expect the adoption of responsible behaviour throughout your supply chain. Above all, we expect you to be able to demonstrate compliance with all UK, EU and international legislation that applies to your business operations from Modern Slavery, Anti-Bribery and Health & Safety laws.

The following Supplier Commitments document sets out our minimum requirements in all these areas. Our aim is to source products from suppliers who can either meet these requirements or demonstrate a commitment to improve on any unacceptable lower standards within a reasonable timescale. By carrying out services for Menzies Distribution Companies you are agreeing to comply with the terms of the Code of Conduct.

It's your responsibility to make sure that all relevant staff within your organisation, and any sub-contractors or other third parties that work for us on your behalf, are aware of all the requirements set out in our Supplier Commitments document and are adhering to them. I'd appreciate if you could sign and return the confirmation at the back of this document.

If you have any questions about our Supplier Commitments, please speak to your usual contact at Menzies Distribution in the first instance.

RICHARD MORSON
Chief Executive Officer
Menzies Distribution Services Ltd
April 2025

SUPPLIER COMMITMENTS

There are four key areas where we'd like your support:

- ◆ Putting Safety First
- ◆ Environmental Responsibility
- ◆ Social Responsibility
- ◆ Conducting Business with Integrity and Fairness

PUTTING SAFETY FIRST

The Menzies Companies are committed to promoting positive working conditions and practices throughout our supply chain – and we want to work with responsible suppliers who share our values. We aim to work collaboratively; and to create an environment that enables transparency throughout the supply chain.

As a supplier, you commit to:

- ◆ Protect your workers from dangerous or harmful operations whilst working in your operations and supply chain. Provides a safe and healthy working environment for all employees in compliance with all legal and other relevant standards. Including:
 - ◆ Provision of safe tools, equipment and vehicles that are suitable for the work that is undertaken.
 - ◆ Ensuring employees are competent for the work and are trained in the safe use of the tools, equipment and the vehicles they operate.
 - ◆ Ensuring employees are empowered to stop unsafe work and report incidents and unsafe work practices.
 - ◆ When working for us at our facilities or remotely, Supplier and Supplier's employees must adhere to applicable Menzies Distribution Safety and Health procedures and work instructions.

ENVIRONMENTAL RESPONSIBILITY

The Menzies Distribution Companies are committed to making positive choices in our supply chain that will reduce our impact on the global, and local, environment. We understand the nature and scale of our impact and the importance of working with our supply chain partners to reduce it.

As a supplier, you commit to:

- ◆ Comply with all applicable environmental legislation in all areas of your operations and supply chain.
- ◆ Minimise the use of water and energy throughout your operations.

- ◆ Make best use of low carbon and renewable energy sources to contribute to Menzies Distribution's net Zero ambition through our wider supply chain.
- ◆ Only supply products from legal and sustainable sources that don't cause deforestation or degradation.
- ◆ Manage the extraction and use of any natural materials, where relevant, with care and consideration for local communities and the environment.
- ◆ Reduce costs by manufacturing products supplied to Menzies Distribution, and our customers, using the lowest achievable amount of natural resources and by selecting packaging that has a minimal impact on the environment.
- ◆ Reduce waste and maximising recycling in your own operations. Where relevant reduce waste by working towards making your products and packaging as recyclable as possible, and simple for our colleagues and our customers to recycle.

SOCIAL RESPONSIBILITY

At Menzies Distribution, we are committed to doing business with respect for people's fundamental dignity and their human rights. We expect the same commitment from our suppliers and require them to meet the following minimum standards:

As a supplier, you commit to:

- ◆ Make sure all workers involved in the supply of products and services to Menzies Distribution Companies are treated fairly and with respect for their human rights.
- ◆ Meet, or work towards meeting, the principles of the Ethical Trade Initiative (ETI) Base Code.
- ◆ Take positive steps to ensure that Modern Slavery has no place in your businesses or supply chain. The Supplier will not engage in, or allow, child labour within their facilities or in those of their suppliers.
- ◆ Not tolerate physical, verbal, sexual or psychological harassment, bullying, abuse or threats in the workplace.
- ◆ Respects the right of employees to freedom of association and collective bargaining.
- ◆ Always comply with local laws, regulations and local customs with regard to working hours and overtime. The Supplier recognizes the right to sufficient rest and leisure and therefore aims to prevent their employees from working excessive hours.
- ◆ Pay employees fair wages for work performed.
- ◆ Conduct your operations in line with all applicable competition laws.
- ◆ Prevent the use of, and not condone any corrupt activity, bribery or inducement with the aim of securing an improper or unfair business advantage.

CONDUCTING BUSINESS WITH INTEGRITY AND FAIRNESS

At Menzies Distribution, we are committed to doing business with integrity and fairness. Our suppliers play a vital role in ensuring we uphold our standards. We expect them to meet the following minimum standards:

As a supplier, you commit to:

- ◆ Support an open, fair and competitive business environment and will not engage in price fixing or other unfair trade practices.
- ◆ Never accept, ask for, engage in, make, offer, promise and/or authorise any bribes and to report relevant concerns immediately.
- ◆ Immediately disclose to Menzie's Distribution any situation in which they perceive a potential conflict of interest so that appropriate action can be taken.
- ◆ Not to engage in or facilitate any form of money laundering.
- ◆ To treat all business, commercial and financial information regarding Menzie's Distribution and its commercial partners as confidential.
- ◆ Not use confidential information it possesses regarding Menzie's Distribution to either engage in or support insider dealing.

SUPPLIER CODE OF CONDUCT - ACCEPTANCE

ETHICAL TRADING, SAFETY & SUSTAINABILITY

As a supplier to Menzies Distribution Companies we have received and agree to comply with the Menzies Distribution Supplier Code of Conduct and the actions outlined in it in relation to:

- ◆ Putting Safety First
- ◆ Environmental Responsibility
- ◆ Social Responsibility
- ◆ Conducting Business with Integrity and Fairness

Name of organisation: _____

Authorised signature: _____

Print name: _____

Date signed: _____

Please scan and return by email to: **supplierCoC@mdgrp.com**

Thank you for your support.

MENZIES DISTRIBUTION