

Due South Group

Procurement & Supply Chain Policy

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Foreword from the Chief Executive

Due South Group is committed to procuring goods, works and services with integrity, transparency and accountability.

Our procurement decisions directly influence the quality, value and sustainability of the infrastructure and humanitarian projects we deliver. We recognise our responsibility to ensure that every procurement activity is conducted fairly, ethically and in the best interests of our clients, funding partners and the communities we serve.

This Policy establishes the standards that govern procurement and supply chain management throughout Due South Group. It supports our commitment to responsible stewardship of public and private investment and to building trusted, long-term relationships with suppliers who share our values.

Steven Edwards

Chief Executive Officer

1. Purpose

This Policy establishes the principles and procedures governing the procurement of goods, works and services by Due South Group.

Its objectives are to:

- Achieve value for money throughout the procurement process.
- Promote fair, open and transparent competition.
- Ensure ethical and responsible sourcing.
- Strengthen supply chain resilience.
- Manage procurement risks effectively.
- Support environmental and social responsibility.
- Comply with legal, contractual and donor requirements.

2. Scope

This Policy applies to:

- Directors.
- Employees.
- Consultants.
- Project managers.
- Procurement personnel.
- Contractors acting on behalf of Due South Group.
- Suppliers where contractual obligations apply.

It covers procurement associated with commercial projects, humanitarian programmes, donor-funded initiatives and internal Company operations.

3. Procurement Principles

All procurement activities shall be guided by the following principles:

- Integrity.
- Transparency.
- Fair competition.
- Value for money.
- Accountability.
- Sustainability.
- Quality.
- Proportionality.
- Compliance.
- Continuous improvement.

4. Procurement Objectives

Due South Group seeks to:

- Obtain the best overall value rather than the lowest initial price.
- Select suppliers capable of delivering safely, reliably and ethically.
- Encourage innovation and long-term partnerships.
- Reduce project delivery risk.
- Support local economic participation where appropriate.
- Promote sustainable procurement practices.
- Protect donor and client funds.

5. Ethical Procurement

Procurement decisions shall never be influenced by:

- Personal relationships.
- Gifts or hospitality.
- Financial incentives.
- Political influence.
- Improper pressure.
- Conflicts of interest.

Every procurement decision must be capable of withstanding independent scrutiny.

Any actual, potential or perceived conflict of interest must be declared before participating in procurement activities.

6. Supplier Selection

Suppliers shall be assessed on a balanced range of criteria, including:

- Technical capability.
- Relevant experience.
- Financial stability.
- Quality standards.

- Health and safety performance.
- Environmental and social performance.
- Ethical business practices.
- Capacity to deliver.
- Delivery schedule.
- Whole-life value.

Where practical, competitive quotations or tenders should be sought in accordance with the value and complexity of the procurement.

7. Supplier Due Diligence

Before appointment, proportionate due diligence may include:

- Verification of legal identity.
- Company registration checks.
- Financial assessment.
- References.
- Review of previous project performance.
- Sanctions screening.
- Anti-bribery and corruption controls.
- Modern slavery compliance.
- Insurance verification.
- Technical competence.

Enhanced due diligence shall be undertaken for suppliers operating in higher-risk jurisdictions or on strategically significant projects.

8. Sustainable Procurement

Due South Group is committed to integrating environmental and social considerations into procurement decisions wherever practicable.

We will encourage suppliers to:

- Reduce carbon emissions.
- Minimise waste.

- Improve resource efficiency.
- Protect biodiversity.
- Support fair employment practices.
- Respect internationally recognised human rights.

Sustainability shall be considered alongside quality, risk and value for money.

9. Humanitarian and International Projects

Projects delivered in fragile, conflict-affected or developing environments require additional procurement controls.

Where appropriate, procurement planning shall consider:

- Security risks.
- Local market capability.
- Import and customs requirements.
- Logistics constraints.
- Ethical sourcing.
- Supplier resilience.
- Business continuity.
- Compliance with donor conditions.

Where local procurement is appropriate, suppliers should be supported in meeting the Company's ethical and quality standards.

10. Supply Chain Management

Effective supply chain management extends beyond supplier selection.

The Company will seek to:

- Build long-term supplier relationships.
- Monitor supplier performance.
- Encourage continuous improvement.
- Promote collaboration.
- Identify supply chain risks early.

- Maintain contingency arrangements for critical goods and services.

11. Modern Slavery and Human Rights

Due South Group expects every supplier to uphold internationally recognised labour standards.

Suppliers must not engage in:

- Forced labour.
- Child labour.
- Human trafficking.
- Modern slavery.
- Exploitative employment practices.

Evidence of such practices may result in termination of the business relationship.

12. Procurement Records

Accurate procurement records shall be maintained for all significant purchasing activities.

Records may include:

- Procurement plans.
- Specifications.
- Quotations and tenders.
- Evaluation reports.
- Approval records.
- Contracts.
- Purchase orders.
- Delivery documentation.
- Performance reviews.

Records shall be retained in accordance with Company document management requirements.

13. Supplier Performance

Supplier performance shall be monitored throughout the contract period.

Assessment may include:

- Product quality.
- Delivery performance.
- Health and safety.
- Responsiveness.
- Compliance with contractual requirements.
- Environmental performance.
- Ethical conduct.
- Innovation.
- Client satisfaction.

Lessons learned shall inform future procurement decisions.

14. Responsibilities

The Chief Executive is responsible for ensuring that appropriate procurement governance arrangements are maintained.

Managers are responsible for:

- Applying this Policy.
- Maintaining procurement integrity.
- Ensuring value for money.
- Monitoring supplier performance.
- Reporting procurement risks.

All personnel involved in procurement are responsible for acting honestly, fairly and in accordance with Company procedures.

15. Monitoring and Review

Compliance with this Policy will be monitored through:

- Procurement reviews.
- Internal audits.
- Supplier performance assessments.
- Financial controls.
- Project governance reviews.
- Lessons learned.

The Policy shall be reviewed annually or following significant legislative, organisational or operational changes.

16. Breaches of this Policy

Failure to comply with this Policy may result in:

- Disciplinary action.
- Removal from procurement responsibilities.
- Termination of contracts or engagements.
- Referral to relevant authorities where appropriate.

17. Our Commitment

Due South Group is committed to maintaining procurement systems that are transparent, accountable and aligned with international best practice.

By selecting responsible suppliers, managing supply chain risks and promoting ethical business conduct, we seek to deliver infrastructure and humanitarian projects that provide lasting value for our clients, funding partners and the communities we serve.