

## **National Marine Aquarium ethical purchasing and environmental policy**

Our policy is to seek to purchase goods and services which:

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 National Marine Aquarium.

### **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 National Marine Aquarium's 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 minimising 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 practised**

- There is no discrimination practised 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.

### **Environmental responsibility should be a factor in all purchasing decisions**

- Preventing pollution and promoting the protection of the environment and minimising the impact of all activities on the environment.
- Contributing to a sustainable and healthy future by conserving natural resources and minimising avoidable waste and pollution.
  - Our electricity is purchased from a Green Tariff that guarantees that the energy we consumed is match by energy generated from renewable sources.
  - The paper we use comes from FSC sources thus ensuring that the paper we use is replaced with by new trees.
  - The fish in our café come from MSC certified sources.
- Implementing effective waste management through reuse and recycling procedures and the purchase of recycled and recyclable material where possible to close the recycling loop.
- Consider goods and services which may be manufactured, used and disposed of in an environmentally responsible way.
- Give preference, where items are of a similar cost, to those that are manufactured with a high recycled content or are environmentally preferable;
- Consider 'whole life' costs and impacts when assessing equipment for purchase, such as:
  - Manufacture, transport and installation.
  - Operating costs including energy, water use and maintenance.
  - End of life costs including decommissioning and disposal.
- To minimise any adverse environmental impact of any new development and major renovation and ensure sustainability is included in the design of new buildings.
- Work with suppliers to make them aware of the National Marine Aquarium's Purchasing Policy and ensure the environmental credentials of suppliers.
- Training and awareness raising of staff to ensure they factor environmental decisions into purchasing decisions.
- Ensuring that where possible sustainability issues are integrated into the award of contracts.
- When commercially possible pursue the procurement of ethical and Fairtrade goods and services.

**National Marine Aquarium expects suppliers to:**

- Accept responsibility for labour 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.
- Recognise official regulation and inspection of workplace standards, and the interests of legitimate trades unions and other representative organisations.
- Seek arbitration in the case of unresolved disputes.