



Ethical and Sustainable Procurement Policy

1. Policy Statement

Fleet Service Limited is committed to conducting its procurement activities in a responsible, ethical, and sustainable manner. We recognise that our purchasing decisions can have significant social, economic, and environmental impacts and are committed to working with suppliers who share our values and standards. This policy outlines our approach to ensuring that goods, services, and materials are sourced responsibly, ethically, and in a way that supports sustainability and social value objectives.

2. Objectives

Fleet Service Limited will:

- Procure goods and services fairly, transparently, sustainably and competitively.
- Support ethical business practices throughout our supply chain.
- Minimise environmental impacts associated with procurement activities where possible.
- Promote social value through responsible sourcing and supplier engagement.
- Comply with all relevant legal, regulatory, and industry requirements.
- Encourage continuous improvement in sustainability performance among suppliers.

3. Ethical Procurement Principles

Fleet Service Limited is committed to:

Legal Compliance

- Purchasing goods and services only from suppliers that comply with applicable laws and regulations.
- Ensuring suppliers maintain appropriate licences, certifications, and insurance.

Human Rights and Labour Standards

- Opposing all forms of modern slavery, forced labour, child labour, and human trafficking.
- Supporting fair working conditions, equal opportunities, and non-discrimination.
- Encouraging suppliers to uphold recognised labour standards and human rights principles.

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Business Integrity

- Conducting procurement activities with honesty, fairness, and transparency.
- Preventing bribery, corruption, fraud, and conflicts of interest.
- Maintaining clear and auditable procurement records.

4. Sustainable Procurement Principles

Fleet Service Limited will seek to:

Environmental Responsibility

- Prioritise products and services with reduced environmental impact.
- Consider lifecycle costs alongside purchase price.
- Reduce waste through repair, reuse, refurbishment, and recycling where practical.
- Source products with recycled or sustainable content where appropriate.
- Encourage suppliers to reduce carbon emissions and environmental impacts.

Resource Efficiency

- Purchase durable, high-quality products that maximise operational life.
- Minimise unnecessary packaging and single-use materials.
- Promote efficient use of energy, water, and natural resources.

Vehicle Industry Sustainability

Where applicable, Fleet Service Limited will:

- Re-use serviceable vehicle components where safe and appropriate.
- Recycle vehicle parts, metals, batteries, oils, tyres, and other materials through authorised vendors.

Waste Management Providers.

- Source environmentally responsible vehicle parts and materials where available.
- Support the transition towards lower-emission vehicle technologies.

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5. Supporting Local and Diverse Suppliers

Fleet Service Limited recognises the importance of supporting local economic growth and will:

- Consider local suppliers where they offer suitable quality, value, and service.
- Support Small and Medium-Sized Enterprises (SMEs).
- Encourage opportunities for new and diverse suppliers to compete fairly.
- Promote local employment and economic development through procurement decisions.

6. Supplier Expectations

We expect suppliers to:

- Comply with all relevant legislation.
- Operate ethically and responsibly.
- Demonstrate commitment to environmental sustainability.
- Maintain appropriate health and safety standards.
- Support equality, diversity, and inclusion.
- Take reasonable steps to identify and manage modern slavery risks within their own supply chains.

Fleet Service Limited reserves the right to review supplier performance and may reconsider relationships where serious ethical, environmental, or legal concerns arise.

7. Monitoring and Review

Fleet Service Limited will:

- Periodically review procurement practices and supplier performance.
- Monitor opportunities to improve sustainability and social value outcomes.
- Review this policy annually to ensure continued effectiveness and compliance with best practice.

8. Responsibility

Responsibility for implementing this policy rests with management and all employees involved in purchasing decisions. All staff are expected to support the principles outlined within this policy and ensure procurement activities are undertaken in accordance with this commitment.

Graham Beston (**Director**)

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