

Sustainable Procurement Policy

Version Control

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1.1	03/04/2024	CSR
1.2	23/07/2024	CSR
1.3	30/01/2025	CSR
2	08/04/2025	JPL - Procurement

Introduction

At Kinly, we know how important it is to run a responsible and sustainable business. We are committed to reducing our environmental footprint, looking after our people, and supporting the communities we operate in. We also know that our clients are asking for more sustainable solutions and, to design these for them, we need a clear understanding of the environmental, social, and ethical practices in our supply chain.

We are committed to maintaining high sustainable procurement standards and continually improving the sustainability performance of our total supply chain.

Document scope

This is a strategic document that outlines our commitment to incorporate sustainability principles into our purchasing and supply chain practices. It ensures that environmental, social, and economic considerations are factored into procurement decisions, alongside traditional criteria such as cost, quality, and delivery time.

This document applies to all suppliers of all Kinly's global entities, including manufacturers, distributors, and sub-contractors, as well as Kinly's internal procurement, purchasing, and supply chain teams.

All employees and associated persons are required to familiarize themselves and comply with this policy, including any future updates that may be issued from time to time by the company.

Our commitment

We work with hundreds of suppliers within the technology sector, and a smaller number of corporate services suppliers that help us do business. Each of these suppliers will, in turn, work with tens or hundreds more suppliers, meaning the impact of our procurement decisions is far reaching.

Our largest area of sustainability impact, and risk, is in our supply chain, and we are committed to putting in place ways of working that will maximise the positive impact we can have, while mitigating any potential risk. We commit to:

- Risk assessing 100% of our suppliers by 2026
- Continually reducing the overall risk profile of our supply chain
- Implementing action plans with any higher-risk suppliers, and ending business relationships if actions aren't taken
- Having 100% of our suppliers sign our Supplier Code of Conduct
- Undertaking detailed social and environmental assessments on all our major vendors by 2026
- Continually improving the social and environmental performance of our supply chain
- Engaging and supporting our suppliers on their sustainability approach

Supplier expectations

Our approach to sustainable procurement ensures our commitments to social and environmental responsibility, [detailed in our CSR strategy](#), are echoed throughout our supply chain. Within this, there are a number of areas that are of particular importance to Kinly's supply chain due to the nature of our industry.

Environmental

We are committed to reducing the environmental footprint of our supply chain. We have set a target to be net-zero carbon in our scope 3 emissions by 2050, and to send zero waste to landfill by 2035. These commitments will require engagement with our entire value chain, and we expect our suppliers to take particular action on:

- Carbon emissions
- Energy efficiency
- Virgin plastic usage in products
- E-waste, including product recyclability
- Material traceability
- Packaging, including plastic usage

Social

We are committed to only leaving a positive impact on our people and our wider communities, with a particular focus on creating inclusive careers and supporting local economies. We have set targets to increase the female and disability representation in our workforce by 2035 and help more people into careers in the technology sector. To support these goals, we expect our suppliers to take particular action on:

- Working conditions
- Diversity, equity, and inclusion, including development opportunities for under-represented groups
- Utilising local resources, suppliers and sub-contractors

Economic

We are committed to ensuring our supply chain is economically sustainable. This includes:

- Considering whole-life costing of products and services
- Reducing long-term supply chain risk

Governance

We are committed to running our business responsibly and transparently. We expect our suppliers to take particular action on:

- Cyber and data security
- Corruption
- Confidentiality

Review and responsibility

The strategy will be reviewed annually by the Corporate Social Responsibility (CSR) Department and the Global Procurement Team, who have shared responsibility for this policy. Progress against the objectives and targets is monitored by the CSR Team and reported to the Global Management Board each year, alongside wider sustainability and CSR reporting.



Working together. Everywhere

Why Kinly?

Bringing people & technology together for better productivity wherever the work happens – because great things happen when people work together

01 EXPERIENCED

Dedicated expertise in planning, supplying, integrating and managing market-leading visual collaboration services.

02 PROVEN

Globally recognised businesses relying on us for secure and flexible meeting and collaboration services.

03 INDEPENDENT

A leading partner with the world's top vendors to deliver the best choice of solutions for public and private sector businesses.

04 SCALE

An end-to-end provider of workspace transformation services with worldwide.