



<p>Policy Statement</p>	<p>Savills Group is committed to doing business legally and ethically wherever it operates. The following key principles are central to our Policy:</p> <ul style="list-style-type: none"> ■ We ask our suppliers to comply with our Group Responsible Supplier Charter (https://pdf.savills.com/documents/Group-Responsible-Supplier-Charter-Nov-2024+FINAL.pdf) other legal/regulatory requirements and the items listed in the Charter. Including: Decarbonisation and Net Zero; Environmental Impacts, Human Rights, Modern Slavery, Workers Rights; Financial Crime; Data Governance, Health and Safety Standards; and Social Impacts. ■ It is our objective to decarbonise our Global business including our supply chain in line with our Science Based Targets initiative (SBTi) approved near-term targets. Key service partners are invited to acknowledge and adhere to our Supplier Charter and submit carbon data as requested. ■ Our Code of Conduct details Savills approach to doing business legally and ethically. We never offer, give or accept bribes or any form of unethical inducement (including so called “facilitation” or “grease” payments), nor will we ever be party to any kind of corrupt activity. ■ Our support for the UN Global Compact, UN Declaration of Human Rights and the International Labour Organisations (ILO) Core Conventions underlines our respect for human rights. We expect our business partners to operate in a manner which is consistent with these standards. ■ We will be open, transparent and fair in our communications and dealings with business partners and other stakeholders affected by our supply chain activities.
<p>Purpose & Scope</p>	<p>The purpose of this Policy is to set out the approach to procuring goods or services for the Savills business. In conjunction with the Savills Group Responsible Supplier Charter, it defines the minimum standards we expect from our suppliers, vendors and sub-contractors providing services to the Savills Group and its businesses.</p> <p>It is our aspiration to work with suppliers who have the same long-term sustainability goals as ourselves so that we can transition to improved sustainability across our operations.</p> <p>The Policy applies to every Savills employee who manages supplier procurement in all our operating countries, who we ask to promote, encourage and facilitate sustainable awareness and behaviours amongst our supply chain.</p>

Savills PLC

Responsible supply chain standards	<p>Business Heads must establish procedures to ensure that their Businesses:</p> <ul style="list-style-type: none">▪ Assess their supply chain activities to identify and prioritise material risks including inherent country and service quality risks, levels of subcontracting and brand association.▪ Take appropriate steps to check that business partners have processes in place to manage the environmental, social and ethical impact of their operations, and mechanisms to demonstrate their effectiveness.▪ Engage with suppliers regarding Savills decarbonisation targets to secure supplier buy-in▪ Select suppliers and contractors using systematic and transparent processes, by developing and adhering to approved purchasing processes to ensure that each supplier is selected objectively using criteria covering quality, service delivery, performance, value and supplier carbon emissions. Information security matters should also be considered and ideally suppliers should comply with recognised information security standards such as ISO 27001.▪ Competitive tenders should be used for material contracts to obtain best overall value (which is not simply cost). Supplier evaluation documentation and decision making criteria should be retained.▪ Before purchasing IT Equipment or entering into any agreement for an IT Solution the business should seek guidance from the relevant Group IT representative▪ Appoint all contractors subject to appropriate written terms and conditions prior to the commencement of any work/services which detail the scope of services to be provided, the standard to which these are to be provided, costs, insurance requirements and business conduct and data protection requirements and also, any special conditions of the arrangement.▪ Carry out periodic contract / service reviews and review approved / preferred supplier terms regularly (every two years is recommended, dependent on the specific supplier agreement).▪ Permit only authorised senior employees to sign purchase agreements on behalf of the relevant Savills Group Company.▪ Each business must have a documented procurement methodology and decision making authorities, including financial limits, approved by the relevant Executive Committee / Board. The Group Legal Team is required to review more complex contracts (with for example a value of £250k or local currency equivalent) or with terms extending over multiple years (full details of appointment/contract review requirements are set out in the Group Legal Policy)▪ Maintain strict confidentiality over all commercial and pricing information that employees may come across in the purchasing process.▪ Declare and consider whether to approve or exclude individuals from any procurement process if relationships exist between an employee and vendors involved in a tender / competitive bid.
Roles & Responsibilities	<p>The Group Chief Executive Officer is responsible for the implementation of this policy. The Chief Financial Officer of each Principal Business is responsible for establishing appropriate responsibilities and procedures in accordance with this Policy within their Principal Business and its subsidiaries taking into account the materiality of risks and levels of spend. Business Heads are responsible for ensuring that all employees receive the appropriate level of training. This Policy is communicated to relevant employees and is available on the relevant local intranet.</p> <p>Please refer any queries regarding the application of this policy to the appropriate business Finance Director. Employees are actively encouraged to raise concerns about any instance of malpractice at the earliest possible stage via their line manager or through the Group's Speak-up Facilities.</p>
Approved by:	JJM Ridley on behalf of Savills