

# FAQs

## How do I sign up?

You will be set up by Hammerson on request and once we have your company name, contact name and email address, you will be sent an invite to complete the survey. Your log in details will be emailed to you in the invite.

## Why do I need to do this?

With a listing on the Dow Jones Sustainability Index, Hammerson is widely recognised for its sustainability performance. We are engaged and active on sustainability issues such as environmental protection, human rights, employee welfare and the fight against corruption.

Participation in this survey therefore enables us to communicate our requirements and standards at Hammerson to understand your organisation better, and gauge an understanding of what our supply chain can offer in terms of sustainability. It also acts as a tool highlighting what our suppliers need to improve on in terms of their own sustainability performance, and for our Suppliers to ask us for assistance if they want to improve their own sustainability procurement policy to be more responsible.

We are taking a proactive approach and working closely with you, we encourage our suppliers to achieve high social and environmental standards and engage with us if they need help. By working together on sustainability today, we can build ambitious relationships that last.

## What does CR mean?

CR stands for Corporate Responsibility, but terminology may vary from company to company from: Corporate Management, Sustainable Procurement or Environmental Policy. They all refer to the setting of sustainability targets by a company, capturing its vision towards sustainable development, and assists with governance, i.e. the monitoring and reporting to these targets.

## How is my data used?

The answers and supporting documents submitted as part of this survey are for Hammerson's internal use only to assess suppliers Sustainability compliance and competence. Your Company's overall score and anonymised statistical may be used in Hammerson's Annual Supply Chain Report.

## Is it timely?

Once registered we recommend that you go in and have a look at the survey, and see what is being asked of you. Then go and find the relevant persons to provide the relevant data before

filling in your answers. Do not try to do this in one sitting. The software enables you to save your answers and log in and out as you please.

## What happens if I score poorly?

Hammerson expects high standards of its suppliers and a score of at least 70% is expected. In circumstances where you have not quite met the mark, Hammerson reserves the right to appoint you on the basis that you agree to work towards improving your Sustainable policies, procedures and practices to the required standard. If in doubt speak to your Hammerson contact.

## Red Flag questions

The survey has a few 'red flag' questions. If a company is of a certain size and required to meet certain standards, these red flags will alert them and us, signalling how have failed on these criteria. They will then be asked to speak to their key contact and directed to the sustainability teams as required.

Red flag 1 - Do you accept the Hammerson Supplier Code of Conduct.

Red flag 2 - Do you accept that Hammerson can appoint an auditor to evaluate compliance with the Supplier Code of Conduct, and agree to cooperate with such an audit.

Red flag 3 - Does your company actively discourage bribery and corruption in accordance with the Bribery Act 2010.