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# ANNUAL SUPPLIER REPORT 2013

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## Welcome to Hammerson's first Supplier Annual Report.

This report is the result of your responses to our online survey, launched at the end of 2012.

**Aimed at helping to improve our joint performance on responsible procurement, the online survey asked how you set, implement and measure your activities** in relation to Hammerson's own set of 'best practice' standards as defined in our new Supplier Code of Conduct.

**Most importantly, we asked if you would subscribe to the standards set out in our Supplier Code of Conduct.** These cover legal requirements, labour standards, health and safety and environmental responsibility.

For Hammerson, your agreement is of critical importance as the requirements outlined in our Supplier Code of Conduct are based on the principles of the Universal Declaration of Human Rights, the UN Convention on the Rights of the Child, International Labour Organisation (ILO) Conventions, and on national legislation.

By adopting our Code of Conduct, you, as a supplier, agreed to abide by and implement all the principles it contains, and to ensure that your contractors do the same, according to the prevailing national legislation.

We are delighted by the level of your support. We invited all our suppliers with whom we spend over £100,000 to take part. **Of the 142 suppliers who participated in our online survey, which represented a 59% response rate, 7% attained our 'Gold Standard'.**

Sharing knowledge and best practice is one of our key objectives, and this report features a selection of case studies on some of the exemplary initiatives carried out internally by those of you to have achieved 'Gold Standard.'

However, there is room for improvement for us all. **In this report, we don't just highlight the best, we also identify the areas where more could be done.** We will monitor progress over the coming year and report again. Companies that have completed previous supplier questionnaires will also be encouraged to complete our new online survey as we look to further improve best practice across our supply chain.

**Louise Ellison**  
**Head of Sustainability**  
**Hammerson**

## SUMMARY

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Overwhelmingly positive results to our survey show that **the collective commitment from participants to sustainable CR practice is strong**, with processes well embedded in company policy.

Despite this commitment, **making CR objectives and targets publicly available was at a disappointingly low level, with fewer than 30%** reporting annually on these through a dedicated CR Report.

**Health and Safety best practice proved high on everyone's agenda** although only just over 13% of companies had adopted a risk management framework certified to the IRM standard.

**Strong Environmental policies were evident amongst all respondents.** Only in the area of implementing biodiversity action plans did priority levels fall off.

The People and Employees section of our survey **showed exemplary high standards relating to equal opportunities, training and development, and grievance procedures.** Employee volunteering policy proved to be of only emerging concern, but this may well change over the coming year. The only area of some concern was the low level of engagement regarding the discouragement of child and forced labour. Only 46% had a policy on this. We expect this to increase in the next survey.

External Engagement scores averaged in the upper 60 and lower 70 percentiles, demonstrating that although viewed to be of importance among respondents, with many companies having their own Responsible Procurement Policy and Supplier Code of Conduct, it was an area not yet developed to its full potential.

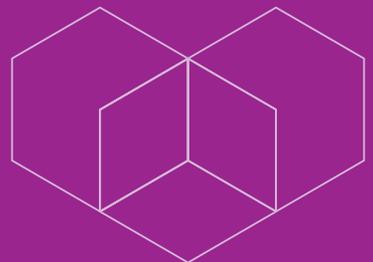
**The best practice Case Studies contributed to this report show enterprise and ingenuity as well as the extraordinary breadth and range of activity undertaken to support communities and the environment.** These are an inspiration to us all.

It is our hope that this report will provide even further incentive to improve our collective efforts and we look forward to reporting progress again next year.

Thank you for taking part.

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# OUR STANDARDS



# OUR STANDARDS

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## Business integrity and legal requirements

Hammerson is committed to preventing bribery in all parts of its business. We require that our suppliers share this commitment. Any breach of applicable laws will lead to the termination of our relationship with a supplier.

Hammerson does not tolerate unfair practices to compete for and win business. We also expect our suppliers to make purchasing decisions objectively based on price, delivery, quality and other relevant factors.

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## Compliance with labour standards

### Workers' Rights

Every employee should be treated with respect and dignity. All employees have the right to form or join associations of their own choosing and to bargain collectively. All employees must have a written contract in their local language stipulating employment terms and conditions. Migrant employees have the same rights as local employees.

### Use of forced labour

Hammerson does not accept any forms of forced or compulsory labour.

### Use of illegal labour

The supplier will not use illegal labour as defined by national law.

### Child labour

Hammerson will not tolerate the use of child labour.

### Discrimination

No employee shall be discriminated against on the grounds of sex, race, colour, age, pregnancy, sexual orientation, religion, political opinion, nationality, ethnic origin, disease or disability.

### Working time

Suppliers have to comply with national legislation on working time.

### Pay

Suppliers will comply with local legislation on minimum wages and undertake to pay employees regularly.

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## Employee health and safety

Hammerson expects its suppliers to maintain an adequate policy on health and safety:

### Working environment

A safe, clean and hygienic working environment should be provided and best occupational health and safety practice should be followed.

### Building safety

Hammerson requires that its suppliers conduct their operations in compliance with health and safety laws and regulations.

## Emergency situations

All such events are to be identified and assessed and their impact minimised by implementing appropriate emergency plans and response procedures.

## Work Accidents and First Aid

Hammerson requires its suppliers to have sufficient first aid equipment and first aid trained colleagues to provide immediate aid when required.

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## Respect for and protection of the environment

Hammerson's key sustainability objectives are to:

- **Reduce carbon emissions by 20% by 2015**
- **Reduce water consumption by 12% by 2015**
- **Increase waste recycling to 75% by 2013**
- **Implement biodiversity action plans at all assets by 2015**

Hammerson requires that its suppliers have an exemplary environmental policy, and that they strive to improve working practices to achieve the highest possible environmental standards.

This includes supplier products, management systems, and in particular, the following issues:

- **Sustainable buildings**
- **Biodiversity enhancement**

- **Water consumption**
- **Energy consumption**
- **Waste and toxic substances management**
- **Visual, olfactory and noise pollution management**
- **Local community relationships**

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## Measuring and monitoring

Suppliers' compliance with the Code of Conduct is measured through:

### Code of Conduct compliance

A supplier will need established and operational Corporate Social Policies and Management Systems.

### Transparency

Hammerson expects suppliers to respect the Code of Conduct and to achieve the standards within it.

### Process

Hammerson requires suppliers to approve and sign the Code of Conduct.

### Assessment

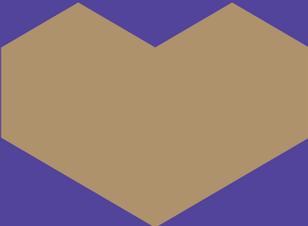
Suppliers will be asked to complete an annual questionnaire on their sustainability practices.

### Review

Hammerson will review responses and issue an annual performance report.



# SUMMARY OF RESULTS

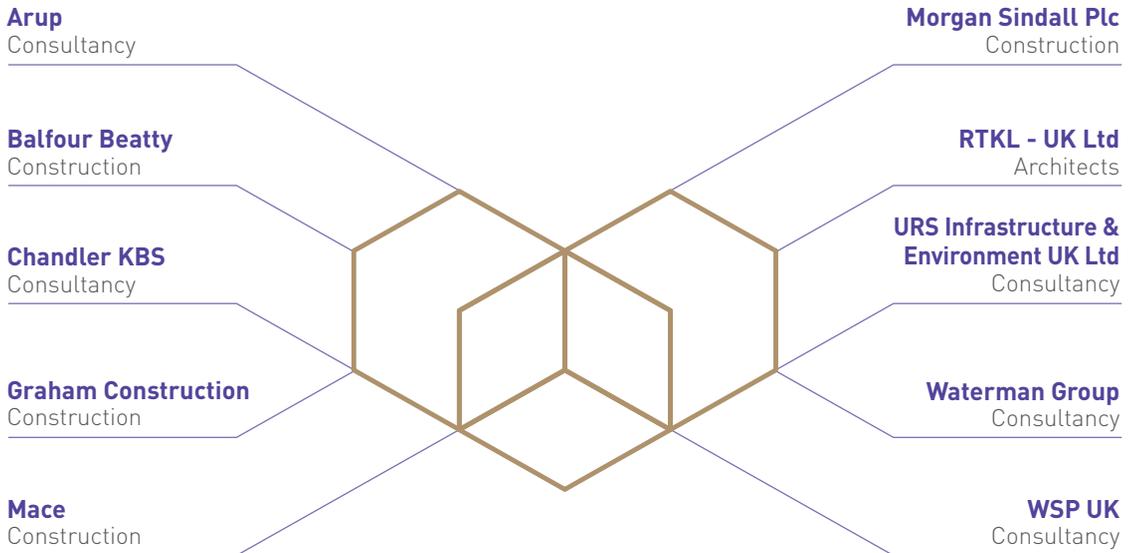


Gold  
award  
2013

# SUMMARY OF RESULTS / GOLD

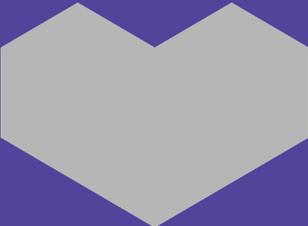
(Score range 90.1 to 95)

## Overall Supplier Ranking





# SUMMARY OF RESULTS

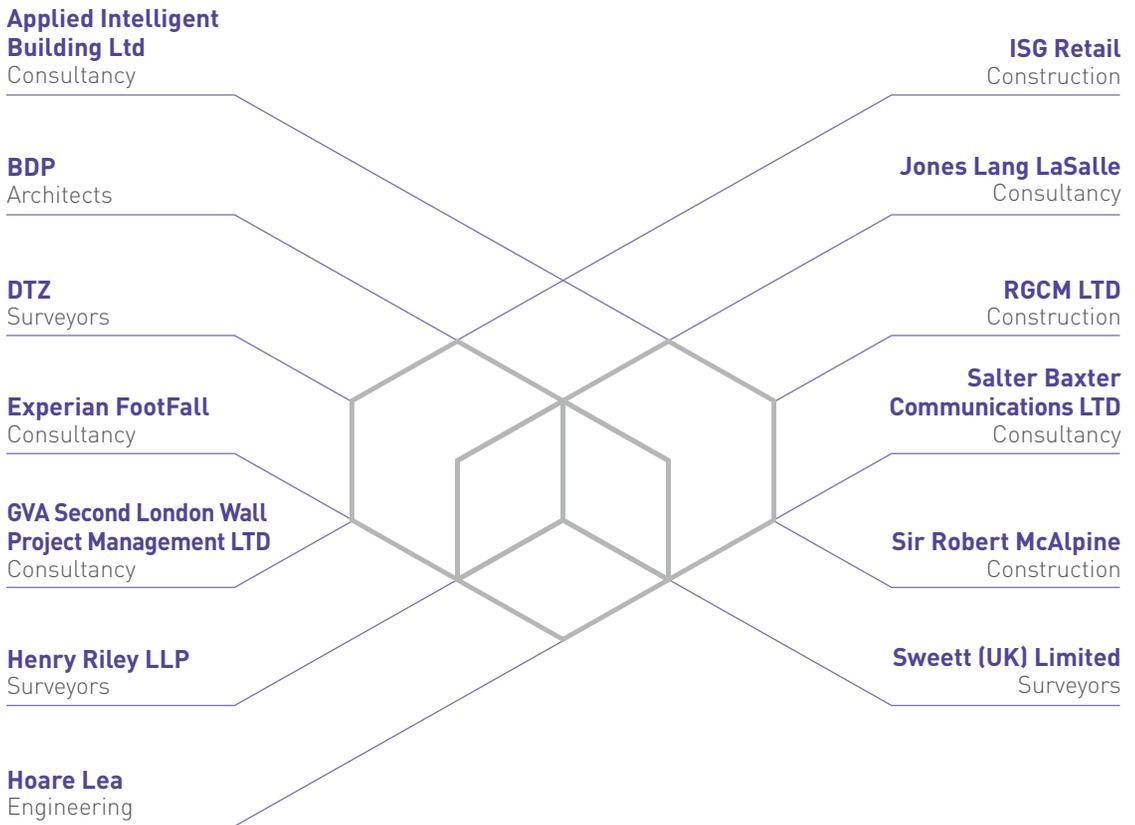


Silver  
award  
2013

# SUMMARY OF RESULTS / SILVER

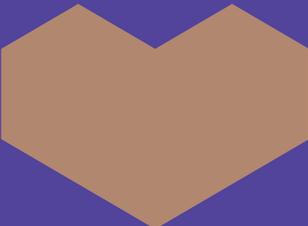
(Score range 80.1 to 90)

## Overall Supplier Ranking





# SUMMARY OF RESULTS

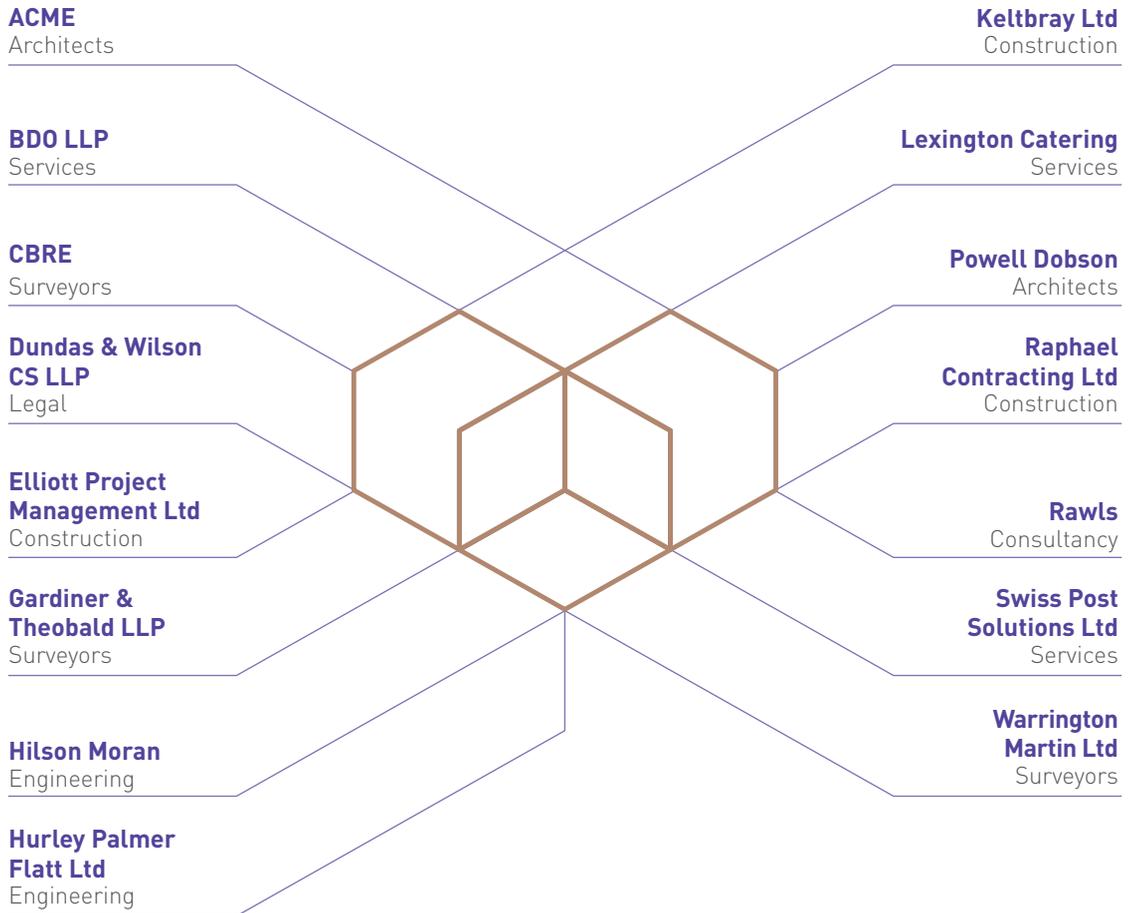


Bronze  
award  
2013

# SUMMARY OF RESULTS / BRONZE

(Score range 70.1 to 80)

## Overall Supplier Ranking



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# CASE STUDIES



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# GOLD AWARD SUPPLIERS

BALFOUR BEATTY	14
WSP UK	16
MACE	18
RTKL - UK LTD	20
CHANDLERKBS	22
MORGAN SINDALL PLC	24
GRAHAM CONSTRUCTION	26

## CASE STUDIES

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### BALFOUR BEATTY

#### Global Stand Down 2012

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**“The campaign was a great success and saw the start of some new initiatives across the business.”**

John Dunne  
Head of Global Health and Safety Practices

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#### **The challenge**

Since January 2011, ten people have died globally as a result of Balfour Beatty’s operations. With the safety of everyone who works for Balfour Beatty or who is affected by our activities being our direct responsibility, a global safety Stand Down was created.

#### **The measures**

Stand Down was an opportunity for all Balfour Beatty employees from Hong Kong to Jakarta, to London and New York, to reflect on those who have lost their lives and to focus on their role in preventing any further loss of life.

During the 24 hours of 20 June, the entire workforce of Balfour Beatty gathered in offices and worksites, in large or small groups to look at what they could do to improve our operations to keep our staff, and all those who are affected by our work, safe.

This involved regional and company specific presentations, open two-way discussions and setting clear actions for the future.

All senior leadership attended and, while the communication and presentation materials were produced at Group level to ensure a clear and consistent message, additional materials were produced locally to make the content relevant and personal to each audience.

#### **Where**

At more than 1,600 sites across the globe

#### **When**

June 2012

#### **Who**

Over 92,000 people involved

### The Results

The campaign was a great success and saw the start of some new initiatives across the business.

- An awards scheme to recognise sites for reaching milestone accident free days
- Appointing and training site safety officers to enforce Zero Harm procedures
- Holding regular meetings to keep safety messages at the forefront for all employees
- Some meetings starting with a 'safety moment'
- Senior Leaders getting out onto projects on a regular basis to lead discussions around safety
- Action plans being created and progressed through employee safety representatives
- Action plans to identify and eliminate risks



# CASE STUDIES

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## WSP UK

### Investing in Future Leaders

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**“Ensuring a talent pool from the next generation is of vital importance to our success as a business. Our strategy is to engage with youngsters to inspire interest in STEM subjects while supporting graduates and trainees on the next step of their journey.”**

Sarah Allen  
Associate, Sustainability

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#### WSP Graduate Programme

Launched in 2012, our graduate programme is designed to develop the skills, knowledge and behaviours of young graduates to become technically sound, able to work on multi-disciplinary projects, confident with clients, and ultimately to become the professionally qualified future leaders of WSP.

Graduate development is achieved through working on live projects, with training courses, seminars and events providing key networking, business development and interpersonal skills. 55 graduate engineers are now on this programme.

#### Higher Education Delivery

We have established relationships with universities and colleges across the UK. These are linked through our apprentice scheme, higher education provision, lecturing, scholarships and careers fairs and include the Universities of Nottingham, Southampton and Surrey, as well as Bristol City

College, Leeds City College and Newcastle College. We also have local arrangements where employees provide lecturing and advice to other universities in their community through a mix of WSP time and employee private time.

#### WSP Launch Pad

Our schools engagement programme is now in its third year. Aimed at 14-19-year olds, the programme is centred on our strategy to ‘Engage, Inspire, Support and Employ’. In 2012, we introduced Launch Pad to a further two offices. The scheme is now operating at our Basingstoke, Birmingham, Chancery Lane, Edinburgh, Hertford and Leeds offices.

We also ran a school workshop on the lifecycle of a new school building. Over 100 students took part in the four-hour a week sessions over a three-week period, which included mini-workshops on ecology, transport, structures and flood risk. A further 25 students took part in our modularised work experience programme during 2012, accessing a range of WSP disciplines.

#### Institution Market Place

As part of our Graduate Programme, we held an institution market place induction event where representatives from all seven of our accredited institutions were available: CE, CIBSE, IStructE, TPS, CILT, IET and the RICS. 52 graduates attended this.

### WSP UK 2012 Highlights

- 33 employees sponsored on higher education courses.
- 17 university students sponsored by WSP
- 20 work placements provided totaling 350 hours
- 55 graduate engineers on our WSP Graduate Programme
- 23 apprentices employed within WSP'
- 6 offices now operating WSP Launch Pad school engagement programme for 14-19 year olds
- 100 students participated in our School Building Life Cycle workshop
- 25 students received work experience at WSP UK
- 400 hours given by WSP employees on additional educational activities
- WSP Career Ambassador attended 'The Big Bang', the UK's young scientists and engineers fair
- WSP UK represented at TeenTech 2012 event aimed at secondary school students
- Employee volunteer participation in STEMNET, the network designed to inspire young people in STEM subjects: Science, Technology, Engineering and Maths.
- 6 employees contributed an hour a week each week to the 'Right to Read' literacy scheme



## CASE STUDIES

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### MACE

#### The Mace Foundation

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**“Our involvement in London 2012 began from the initial bid to host the Olympic games in 2003, then as a delivery partner for venues and infrastructure, and now as an Olympic Park legacy partner. ‘Time to Shine’ is another part of that legacy, one that inspires and makes a real difference to communities.”**

Mark Reynolds  
CEO

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**“Time to Shine provides amazing opportunities for East London’s young disabled. Events like this are vital, not only in inspiring the next generation of Paralympics GB athletes, but also in providing opportunities for disabled youngsters to find something that they love. Sport can transform and benefit lives, regardless of the level of participation and that’s why the work that WheelPower and the Mace Foundation are doing is so important.”**

Gemma Collis  
Paralympic Fencer

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Launched in 2012, the Mace Foundation is a charitable trust that continues our work in supporting disadvantaged people and communities. Focused on education and employment, communities, health and wellbeing and culture, heritage and sport, one early aspiration of the Mace Foundation is being fulfilled through a strategic partnership with WheelPower.

#### **Time to Shine**

Our support of WheelPower’s ‘Time to Shine’ event is now in its fifth year. The charity inspires young people with disabilities to take part in sports in the spirit of the Olympic and Paralympic Games. Through the Mace Foundation, we were sole supporter of the 2013 event for the first time.

Stoke Mandeville in Buckinghamshire, the UK birthplace of the Paralympic Movement, provided an inspirational setting for the three-day, volunteer-led sporting event which involved 111 disabled young people and their families from across seven East London Boroughs.

Through our partnership with WheelPower, we invited Gemma Collis, Paralympic Fencer; Louise Sugden, Co-Captain Paralympics GB women’s wheelchair basketball team; and Claire Harvey, Captain, Paralympics GB Sitting Volleyball Team, to help promote ‘Time to Shine’.

### Time to Shine 2013

The pan-disability programme targets young people with the aim of promoting their independence and to increase their confidence

- Supported by Mace for the 5th year running
- 1st time that Mace was sole supporter of the event through our charitable trust the Mace Foundation
- 111 disabled people took part
- 7 East London Boroughs represented: Barking & Dagenham, Greenwich, Hackney, Havering, Newham, Tower Hamlets, Waltham Forest
- Games included: Boccia, Sitting Volley Ball, Archery, Swimming, Cycling, Tennis, Basketball, Street Dance
- Paralympic supporters included: Gemma Collis, Fencer Louise Sugden, Team GB Wheelchair Basketball Co-Captain Claire Harvey, Team GB Sitting Volleyball Captain



**“Time to Shine often sparks a keen interest in sports through to adulthood. Liam Archer is 15 and has taken part since Time to Shine began in 2009. He has gone on to become junior member of the Team GB vision impaired football, trains three times a week with Team GB and is aiming to compete at Rio 2016.”**

Martin McElhatton  
CEO WheelPower

# CASE STUDIES

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## RTKL

### Performance-Driven Design<sup>SM</sup>

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**“Our London office demonstrates how Performance-Driven Design can help to achieve the absolute best for our people. It’s a strategy we will continue to apply to our new offices to ensure we can add the most value for our employees.”**

Ken Christian  
Director, London

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Here at RTKL, we practice Performance-Driven Design<sup>SM</sup>, our proprietary strategy launched in 2012 to improve the value of the built environment.

In a nutshell, it means we align our goals with client-focused metrics, ensuring our design decisions achieve the best measurable outcomes for people, planet and profit.

Because it improves the social, economic and environmental value of a place, it’s a strategy that is working well for our clients, but we wondered, could it work for us?

Surely, by applying the best of what we’ve learned on other projects, we could achieve exceptional results for our own people, company and environment.

In 2012, we decided to test our performance-driven mettle by applying it to our new London office design. We started by establishing clear goals targeted at transforming the way we work, and then set out to achieve measurable outcomes.

Some of our goals, such as striving to reduce our carbon footprint, were largely environmental and resulted in LEED platinum compliance and a 30% increase in employee recycling.

Other goals were mostly financial, achieving outcomes like a 24% reduction in operating costs.

However, the majority of the goals for our new workplace centred on creating an enriching culture and a healthy and inspiring place to work for our people.

#### **Our Goals**

- **Working more efficiently while improving the quality of the work environment**
- **Collaborating in more meaningful ways**
- **Promoting sharing and creativity**
- **Engaging employees better in the global company**
- **Making stronger connections with London and the surrounding community**
- **Creating a happier workforce**

### The Results

At the end of 2012, we moved into our new workplace.

- Reduction from 16.8 SQ/M per workstation to 11.1 SQ/M per workstation; reports from employees that space feels more open and bright
- 30% increase in impromptu meetings
- 30% increase in participation in office-sponsored events
- 4 in 5 employees reporting that they feel like part of a global company (up from 2 in 5)
- 30% reduced need for IT support in collaboration areas
- 40% increase in digital presenting and sharing over the network
- 25% increase in community engagement (e.g. events, awards, seminars and exhibitions)
- 24% reduction in operating costs
- 30% increase in employee recycling



## CASE STUDIES

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### CHANDLERKBS

#### Electricity Saving Initiative

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**“We are delighted with the environmental impact of the cost savings realised as a result of our review of electricity core costs. Within 6 months, we achieved a 23.9% reduction in electricity usage through our two initiatives.”**

Simon Parkhouse  
Partner

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#### The challenge

As part of our environmental awareness, and with ever increasing energy costs, one of the areas we focused our attention was our electricity bills.

A small reduction in electricity usage had been achieved by asking users in our main Cardiff office to turn off computers at night and to switch off unnecessary lights. This was relatively easy to achieve through a poster campaign on our bulletin boards and throughout the office.

However, while we understood the correlation between energy usage and the number of people based in the office at a given time, we also recognised the need to explore mitigating our core usage.

#### The measures

A subgroup of our Safety, Health and Environment team engaged with an energy auditor who highlighted the most significant core expenditures and the potential savings associated with change.

While most of the proposals had a long payback period, two particular initiatives already identified in-house were also investigated further to establish their viability. These concerned lift lighting, and our server farm usage.

#### Lift lighting

We found that the lights in our lift were on 24/7. As our Cardiff office is only single storey, and the lift used infrequently, by changing to a PIR detection sensor, we would only be paying when the lift was in operation.

#### Server farm usage

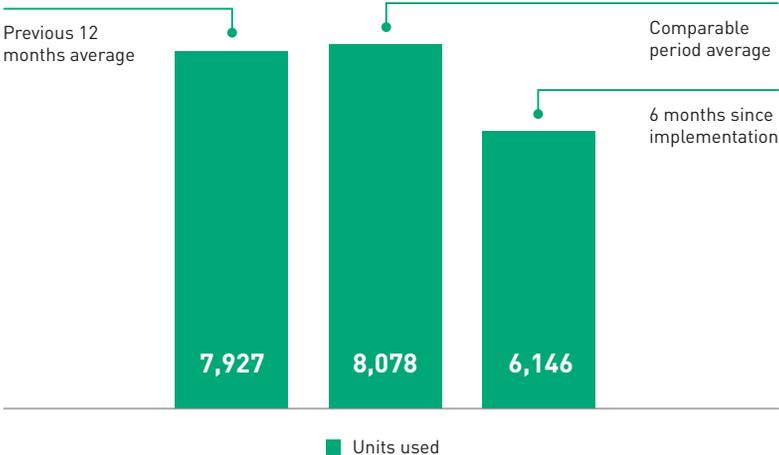
In May 2012, we outsourced our IT services. Working with CircleIT, we implemented a Server Virtualisation project that reduced our legacy of 13 servers down to just three. Not only did this significantly lower our electricity usage, it also reduced maintenance costs, and future hardware requirements.

### The Results

Implemented simultaneously, our initiatives to reduce electricity usage have had a major impact

- A 23.9% reduction in total electricity usage in just six months
- Lift lighting controlled by detection sensors resulting in lower electricity usage and costs
- A 77% reduction in the number of servers in our IT department as a result of a Server Virtualisation project leading to lower electricity usage, maintenance costs and future hardware requirements
- Poster and Bulletin Board campaigns asking employees to turn off computers and switch off unnecessary lights at night

### Electricity Savings at ChandlerKBS Cardiff following implementation of initiatives



## CASE STUDIES

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### MORGAN SINDALL

#### Sustainability Week

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**“The success of this initiative has shown that in taking a series of simple actions across our business we can make a large overall impact while making a positive difference to the communities in which we work.”**

Jane King  
Senior Environmental Advisor

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Morgan Sindall's first-ever 'Sustainability Week' saw hundreds of employees at sites and offices around the UK take part in a weeklong series of themed events.

**'Big Switch Off'** on Monday, switching off unnecessary appliances

**'Water Wise'** Day on Tuesday, reducing water wastage by turning off cisterns after hours

**'100% Safe'** Day on Wednesday, a programme of discussions and sustainability surgeries across the business

**'Green Transport'** Day on Thursday, staff cycling into work or using public transport

**'Community and People Action'** Day on Friday, helping communities through a range of activities

Examples of our community activities included our Executive Team involved in running a series of sporting activities for schoolchildren at Tipton Sports Academy through a Give and Gain initiative.

Volunteers from our Brighton, Ipswich and Welwyn Garden locations spent a morning picking up litter, while employees from Pudding Lane helped clean up the last remaining section of the Bow Back riverbank. Staff at our Reading office took part in a 'Wear It Green' day to raise funds for Guide Dogs for the Blind.

At our Cambridge office, 'Green Dragons' involved eco-friendly companies across the South East face a panel of Morgan Sindall 'judges' as they pitched a selection of sustainable products and services.

#### **Where**

At 30 sites and offices across the UK

#### **When**

May 2012

#### **Who**

Over 300 people involved

### The Results

- Day One: Big Switch Off. Achieved a 58% saving.
- Day Two: Water Wise. Achieved a 3,000 litre water saving.
- Day Three: 100% Safe. 10 Safety Stand Downs on projects.
- Day Four: Green Travel Day. 50 staff participated.
- Day Five: Community and People Action Day. Our Executive Board all took part demonstrating their commitment.



## CASE STUDIES

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### GRAHAM CONSTRUCTION

#### Promoting Fairtrade

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**“When consumers choose Fairtrade products, the price they pay covers the cost of sustainable production but also provides a premium that is invested in social, environmental and economic projects in developing countries.”**

Jacqueline Gibson  
Sustainability Co-ordinator

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As part of our Sustainable Procurement Policy, we switched to Fairtrade certified products in 2008, writing these commitments into subcontractors’ Conditions of Contract to ensure the practice is adopted at all offices and working sites. Products include coffee, tea, fruit juices, fruit and sugar.

Our engagement in promoting fair and ethical procurement practices includes sponsorship and support of annual awards and initiatives to communicate to government and businesses the Fairtrade message about better prices, decent working conditions, local sustainability and improved terms of trade for farmers and workers in the developing world.

We believe that education and providing awareness-training workshops in Fair and Ethical trade is essential if we are to secure commitments from our supply chain. Each year, during Fairtrade Fortnight, we run Sustainable Procurement

workshops on Ethical Consumerism and showcase candid videos of farmers and producers in communities signed up to the Fairtrade Foundation and Labelling Organisation.

Most recently, we developed ‘Fairtrade - A guide for your Business’ on how to switch to Fairtrade products which was a feature in a Business In The Community (BITC) pack for member organisations. This has spread the sustainable procurement message among BITC members as well as through our supply chain. This BITC guide was launched during Fairtrade Fortnight 2013, where we also gave a keynote presentation and interview in government offices to promote Fairtrade knowledge. Some 900 businesses now have access to this, together with a guide to procuring Fairtrade products via the BITC website.

#### **On-going Support**

- **Fairtrade Policy publicly available on website**
- **Sub-contractor Conditions of Contract agreement**
- **Support Supply Chain (policy templates)**
- **Active Fairtrade Committee Members**
- **Site posters displaying our pledge**
- **60% of construction sites using Fairtrade products**
- **All 11 regional offices using Fairtrade products**
- **Annual Fairtrade Fortnight initiatives and support**

### Commitment Milestones

- 2013** Keynote address to 200 businesses & Government  
Produced 'Fairtrade – A Guide for your Business' in partnership with BITC  
Fairtrade coffee morning / tasting event in offices  
Vending machines in 8 offices stocked with Fairtrade chocolates and snacks
- 2012** Sponsoring Fairtrade Business Awards  
Assisting in Fairtrade Fortnight Launch at Government offices (invited clients)  
Presenting to Girl Guides groups Presented to 8 further education colleges on Fairtrade
- 2011** Fairtrade Business Awards Sponsor, City Hall  
Celebrating 10 years in Scotland at Edinburgh Castle, serving Fairtrade wine (invited guests)  
Awareness initiatives on BREEAM project sites
- 2010** Fairtrade Committee Member  
4 flagship sites across UK with fairtrade fruit and beverages
- 2009** Internal communications campaign across all offices  
BBC Radio media coverage report and interview
- 2008** Business case; £152/yr saving per regional office  
Adopted Sustainable Procurement Policy and purchased first Fairtrade coffee and tea for our HQ



## WHY WE ASKED

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### **Our commitment to responsible procurement**

In 2009, Hammerson launched a responsible procurement policy to improve our engagement with you, our suppliers. This report is a key product of that policy. It helps us understand your organisation better, and helps you to understand our commitment to responsible procurement.

In 2012, we launched Positive Places, our own sustainability programme, which is central to our strategy of working with you to achieve the highest social and environmental standards. Our aim is to improve our joint sustainability credentials, and to this end, we will endeavour to communicate knowledge and share best practice through workshops, events and reports.

Our standards are detailed in full in our Supplier Code of Conduct, which is publicly available on our website. [www.hammerson.com](http://www.hammerson.com).

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# WHAT WE ASKED



# WHAT WE ASKED

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## HAMMERSON SUPPLY CHAIN SURVEY

### Questionnaire

We asked for your responses to over 30 questions, each of which we allocated a score of between 1 and 10.

These covered the following areas:

### Part 1: Code of Conduct

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#### 1. Agreement to accept the Hammerson Supplier Code of Conduct

Number of Responses:	112
Results:	99.1 % agreed

## Part 2: CSR Strategy

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### 2. Does your company have a CR Policy?

Number of Responses: 91  
Results: 86.8 % said 'yes'

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### 3. Does your company review and monitor the effectiveness of your CR Policy?

Number of Responses: 91  
Results: 85.7 % said 'yes'

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#### Review Method

Internal Audit	75.3%
External Audit	10.4%
Third Party Verification	7.8%
Other	6.5%

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### 4. Are your CR objectives and targets publicly available?

Number of Responses: 91  
Results: 45.1 % said 'yes'

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### 5. Does your company have an annual CR Report?

Number of Responses: 91  
Results: 29.7% said 'yes'

# WHAT WE ASKED

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## Part 3: Environment, Health and Safety

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6. What methodologies does your company undertake to reduce its sustainability and social risks?

<b>Number of Responses:</b>	<b>81</b>
Internal Risk Analysis Team	69.1%
Risk Mapping	27.2%
Third Party Analysis	32.1%
Certifications	53.1%
Other	22.2%
N/A	9.9%

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7. Is your risk management framework certified to the IRM standard?

<b>Number of Responses:</b>	<b>82</b>
<b>Results:</b>	<b>13.4% said 'yes'</b>

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8. Does your company have a Health and Safety management system?

<b>Number of Responses:</b>	<b>82</b>
<b>Results:</b>	<b>98.8% said 'yes'</b>
	<b>32.5% said it was certified to OHSAS18001</b>

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9. Does your company have an Environmental Policy?

<b>Number of Responses:</b>	<b>81</b>
<b>Results:</b>	<b>96.3% said 'yes'</b>

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### 10. Which environmental initiatives does your company undertake?

<b>Number of Responses:</b>	<b>79</b>
Reduce waste generated and waste sent to landfill	96.2%
Reduce energy consumption and associated CO2 emissions	91.1%
Biodiversity action plans	24.1%
Improved water efficiency	68.4%
Responsible procurement of materials	84.8%
Develop or provide eco-friendly products	41.8%
Use of BES 6001 or equivalent	5.1%
Other	25.3%
N/A	1.3%

---

### 11. Does your company use and follow an Environmental Management System?

<b>Number of Responses:</b>	<b>80</b>
<b>Results:</b>	<b>68.8% said 'yes'</b>
	<b>83.6% said it was certified to ISO 14001</b>

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### 12. Does your company comply with current environmental legislation?

<b>Number of Responses:</b>	<b>80</b>
<b>Results:</b>	<b>96.3% said 'yes'</b>

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### 13. Does your company have a Quality Management System certified by ISO 9001?

<b>Number of Responses:</b>	<b>76</b>
<b>Results:</b>	<b>71.1% said 'yes'</b>

# WHAT WE ASKED

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## Part 4: People

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14. Is your sustainability performance communicated to your employees?

Number of Responses: 73  
Results: 86.3% said 'yes'

---

15. Does your company have an Equal Opportunity or Diversity Policy?

Number of Responses: 73  
Results: 98.6% said 'yes'

---

16. Does your company have a policy to discourage child and forced labour?

Number of Responses: 72  
Results: 45.8% said 'yes'

---

17. Does your company actively discourage bribery and corruption?

Number of Responses: 73  
Results: 97.3% said 'yes'

---

18. Does your company have a fair grievance procedure that ensures employee issues are dealt with promptly?

Number of Responses: 72  
Results: 100% said 'yes'

---

19. Does your company have a training, learning and personal development policy?

Number of Responses: 72  
Results: 86.1% said 'yes'

---

20. Does your company ensure that funding is available for external training and qualifications to encourage personal development?

Number of Responses: 72  
Results: 97.2% said 'yes'

---

21. Does your company promote staff awareness and provide training on corporate responsibility?

Number of Responses: 72  
Results: 83.3% said 'yes'

---

22. Does your company have a volunteering policy?

Number of Responses: 72  
Results: 37.5% said 'yes'

# WHAT WE ASKED

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## Part 5: External Engagements

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23. Is your company a member of any sustainability related organisations?

Number of Responses: 70  
Results: 57.1% said 'yes'

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24. Does your company have a Community Investment Policy or Strategy?

Number of Responses: 70  
Results: 68.6% said 'yes'

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25. Does your company encourage local community work and commit to making a positive impact on the local community?

Number of Responses: 70  
Results: 75.7% said 'yes'

---

26. Do you engage with stakeholders to ensure that their ethical, social and environmental concerns and requests are addressed?

Number of Responses: 70  
Results: 72.9% said 'yes'

---

**27. How do you assess the risks within your own supply chain to ensure strong ethical, social and environmental performance?**

<b>Number of Responses:</b>	<b>70</b>
Supply Chain Risk Mapping	28.6%
Supplier Code of Conduct	45.7%
Assessment Questionnaire	61.4%
Internal Audits	58.6%
External Audits	30.0%
Other	20.0%
N/A	10.0%

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**28. Does your company have a Responsible Procurement Policy?**

<b>Number of Responses:</b>	<b>70</b>
<b>Results:</b>	<b>67.1% said 'yes'</b>

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**29. Does your company have its own Supplier Code of Conduct?**

<b>Number of Responses:</b>	<b>70</b>
<b>Results:</b>	<b>65.7% said 'yes'</b>



# Hammerson

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