

Smartwatch Solutions provides Static Guard, Mobile Patrol, Alarm Response and Keyholding, Virtual Guard, CCTV and Access Systems & Services to a wide range of Organisations.

1. **Introduction** - Smartwatch Solutions Ltd is committed to the pursuit of excellence and the adoption of best practice in the area of purchasing and procurement of services. This document is designed to lay out how this is achieved. The procedure for approving suppliers and ordering can be found in the appropriate documents separate to this policy.
2. **Authorised purchasers** - Those authorised to order/purchase goods and services on behalf of the company are listed here:
 - Company Director
 - Finance Director
 - Virtual Guard Manager
 - Those with expressed permission from any of the above
 - Operations Director
 - Operations Manager
 - Administration Assistant
3. **Ethical / Social Requirements** - We will only use companies who are able to demonstrate that they share Smartwatch's commitment towards positive ethical, social & environmental impacts on their surroundings, employees, suppliers and clients. Smartwatch must be satisfied that they and their supply chain promote and encourage all of the following:
 - a. Safe working conditions
 - b. Freely chosen employment
 - c. Reasonable working hours
 - d. Wages that at least meet the national legal standard
 - e. Appropriate training
 - f. No discrimination
 - g. Diversity
 - h. No child labour
 - i. No inhumane treatment
4. **Local sourcing of products** - Where possible, goods and services must be sourced locally, but not to the detriment of our ability to offer excellence in the products and services we provide to our clients. Smartwatch appreciate local business and are keen to support such businesses where possible.
5. **Use of fair-trade / sustainable provision** - The impact of purchasing goods is felt in many cases right the way across the globe. Fair-trade products should be chosen where possible. This is a means of ensuring we aren't unintentionally contributing to any exploitation, and paying a fair price to all those in the supply chain. Only companies that can demonstrate their products originate from a sustainable source may be chosen to supply Smartwatch Solutions.

Before commencing business with a company, Smartwatch will contact the supplier and request information regarding their working practices and policies relating to the above. Only those companies that provide a satisfactory response should be considered for approved supplier status.

Signed:

Position: Managing Director



Name: Neil Jones

Date: 31/07/2025