



# Sustainable Procurement Policy

Incorporating External CO<sub>2</sub> Neutrality





# INDEX

01. The Necessity of Preventing Climate Change .....	3
02. Combatting Climate Change – Practical Steps.....	7
03. First Step – Policy and Communication .....	9
04. Second Step – Objective Analysis.....	9
05. Third Step – Setting of Objectives and Identification of Pragmatic Measures.....	10
06. Specific Objectives and Actions – Environmental Policy.....	15
07. Specific Objectives and Actions – Sustainable Procurement Policy.....	19
08. Summary, Declarations, and Concluding Information .....	23





Earth provides enough to satisfy every man's needs, but not every man's greed.

Mahatma Gandhi

## 01. The Necessity of Preventing Climate Change

- 1.1. In 2015, the countries of our world came together and adopted the Paris Agreement, often referred to as the Paris Accords or the Paris Climate Accords. This is an international treaty on climate change, covering climate change mitigation, adaptation, and finance.
- 1.2. At the Conference of the Parties (COP) held in November 2021, the Glasgow Climate Change Conference made decisions:

**Recognising** the role of multilateralism and the Convention, including its processes and principles, and the importance of international cooperation in addressing climate change and its impacts, in the context of sustainable development and efforts to eradicate poverty;

**Acknowledging** that climate change is a common concern of humankind;

**Reaffirming** the long-term global goal to hold the increase in the global average temperature to well below 2 °C above pre-industrial levels and to pursue efforts to limit the temperature increase to 1.5°C above pre-industrial levels, recognising that this would significantly reduce the risks and impacts of climate change;

**Recognising** that the impacts of climate change will be much lower at the temperature increase of 1.5°C compared with 2°C, and resolve to pursue efforts to limit the temperature increase to 1.5°C;

**Also recognising** that limiting global warming to 1.5°C requires rapid, deep and sustained reductions in global greenhouse gas

emissions, including reducing global carbon dioxide emissions by 45 per cent by 2030 relative to the 2010 level and to net zero around mid-century, as well as deep reductions in other greenhouse gases;

**Further recognising** that this requires accelerated action in this critical decade, on the basis of the best available scientific knowledge and equity, reflecting common but differentiated responsibilities and respective capabilities and in the context of sustainable development and efforts to eradicate poverty;

**Inviting Parties** to consider further actions to reduce by 2030 non-carbon dioxide greenhouse gas emissions, including methane;

**Calling upon Parties** to accelerate the development, deployment and dissemination of technologies, and the adoption of policies, to transition towards low-emission energy systems, including by rapidly scaling up the deployment of clean power generation and energy efficiency measures, including accelerating efforts towards the phasedown of unabated coal power and phase-out of inefficient fossil fuel subsidies, while providing targeted support to the poorest and most vulnerable in line with national circumstances and recognising the need for support towards a just transition; and


**Emphasising** the importance of protecting, conserving and restoring nature and ecosystems, including forests and other terrestrial and marine ecosystems, to achieve the long-term global goal of the Convention by acting as sinks and reservoirs of greenhouse gases and protecting biodiversity, while ensuring social and environmental safeguards.



- 1.3. It is scientifically accepted [as appears from internet searches] that:
  - 1.3.1. Global warming is the gradual increase in the overall temperature of Earth's atmosphere due to the greenhouse effect.
  - 1.3.2. The greenhouse effect is the warming of Earth's atmosphere due to the build-up of heat-trapping gases, such as carbon dioxide and methane. Scientists refer to these pollutants as greenhouse gasses.
  - 1.3.3. Climate is sometimes mistaken for weather. But climate is different from weather because it is measured over a long period of time, whereas weather can change from day to day, or from year to year.
  - 1.3.4. Climate change is the long-term alteration of temperature and typical weather patterns in a place. Climate change could refer to a particular location or the planet as a whole. Climate change may cause weather patterns to be less predictable.

**These unexpected weather patterns can make it difficult to maintain and grow crops in regions that rely on farming because expected temperature and rainfall levels can no longer be relied on.**

Climate change has also been connected with other damaging weather events such as more frequent and more intense hurricanes, floods, downpours, and winter storms.



**When occurring naturally, this is a slow process that has taken place over hundreds and thousands of years. The human-influenced climate change that is happening now is occurring at a much faster rate.**

- 1.3.5. The cause of current climate change is largely human activity, like burning fossil fuels, like natural gas, oil, and coal. Burning these materials releases what are called greenhouse gases into Earth's atmosphere. There, these gases trap heat from the sun's rays inside the atmosphere causing Earth's average temperature to rise. This rise in the planet's temperature is called global warming. The warming of the planet impacts local and regional climates. Throughout Earth's history, climate has continually changed. When occurring naturally, this is a slow process that has taken place over hundreds and thousands of years. The human-influenced climate change that is happening now is occurring at a much faster rate.
- 1.4. It is evident that:
  - 1.4.1. Climate change is a reality caused largely by human activity. The time for debate with climate change sceptics and deniers on the reality of climate change and the cause thereof has passed.
  - 1.4.2. Appropriate action should have been taken years ago to combat climate change. What has been done is too little, but it is not too late. Action is required now.
  - 1.4.3. It is not sufficient to expect nation states and international bodies to combat climate change on their own. This requires an intensive and sustained effort by everyone on this planet, right down to individual businesses and residential households.
  - 1.4.4. We recognise that we must play our role in combatting climate change. This is not an altruistic decision. It is a recognition that on a global scale and at a local level the survival of our planet requires this. Combatting climate change is an essential business decision.





Let us pledge to collectively work towards conserving precious environment resources. Let us live in harmony with nature and keep our beloved Earth clean and green.

PM Narendra Modi



## 02. Combatting Climate Change – Practical Steps

2.1. The first step is to recognise not only that climate change exists but also that practical steps can be taken by each and every business to combat this. We recognise this. At the very highest executive level, our board of directors has accepted our responsibility and need to take action. This has been adopted as a core business principle, and is being communicated throughout our business to every management level and individual employee, no matter his or her job description and function.

2.2. The second step in the design and implementation of any rational policy is continually to measure our contribution to climate change. This requires an objective analysis of each and every component of our business. Simply put, the scope of the problem needs to be understood to combat it.

2.3. The third step is to identify measures that can be taken to deal with things sensibly and realistically in a way that is based on practical rather than theoretical considerations; in other words, a pragmatic approach. This requires short, medium, and long-term approaches, and the setting of objectives.





### 03. First Step – Policy and Communication

- 3.1. The adoption of this policy has been authorised and approved by our board of directors.
- 3.2. It has been mandated that this policy be factored in when making operational and procurement decisions.
- 3.3. Employee awareness will be activated by regular training sessions and promotional material, right down to posters encouraging the saving of water at water points.
- 3.4. Employees will be encouraged to adopt measures in their homes to save energy and recycle.
- 3.5. This policy is aimed at engendering an all-of-business ethos of the importance of combatting climate change and the practical steps that can be taken to achieve this.
- 3.6. This policy will be communicated to our customers and suppliers, in the hope and expectation that this will motivate them to play their role in combatting change, as, again, it will take all of us to achieve this.
- 3.7. We have designated a key employee as our corporate environmental management officer to ensure that this policy is carried out at all levels of our business.
- 3.8. We will review this policy regularly in February of each year.

### 04. Second Step – Objective Analysis

- 4.1. CO<sub>2</sub> Emissions can be categorised as follows:
  - 4.1.1. Scope 1 – direct emissions from our owned or controlled sources.
  - 4.1.2. Scope 2 – indirect emissions from the generation of consumption items purchased by us.
  - 4.1.3. Scope 3 – includes all other indirect emissions that occur in our value chain.
- 4.2. Scope 1 and 2 Emissions are dealt with in our separate Environmental (Incorporating Internal CO<sub>2</sub> Neutrality) Policy.
- 4.3. We have undertaken an objective analysis of our business, and have identified the following components as sources of Scope 3 CO<sub>2</sub> emissions: purchased goods and services, processing of sold products, use of sold products, end-of-life treatment of sold products, and waste disposal. Waste disposal is dealt with in our separate Environmental (Incorporating Internal CO<sub>2</sub> Neutrality) Policy. Inevitably, there are overlaps between that policy and this policy.
- 4.4. We are embarking on a process of requiring our suppliers to measure their environmental and socio-economic impact on our supply chain. We will prioritise suppliers who actively address these issues.



## 05. Third Step – Setting of Objectives and Identification of Pragmatic Measures

- 5.1. We have identified that our primary sources of Scope 3 CO<sub>2</sub> emissions are the following: Components, parts, and materials purchased by us, including stationery for our offices, from our suppliers.
- 5.2. We have identified the following steps that can be taken by us to reduce such emissions:
  - 5.2.1. We are mandating, promoting, and encouraging recycling, such as with paper, with appropriate recycling bins.
  - 5.2.2. We aim to prefer suppliers who are addressing climate change in their businesses, whilst at the same time addressing socio-economic issues, such as compliance with labour legislation, gender equality, B-BBEE compliance, and ethical business practices, all being vital components of our sustainable procurement policy.



The future depends on what you do today.

Mahatma Gandhi







Green is my sword to fight for a better living. Make it yours too.  
Saalumarada Thimmakka





**06. Specific Objectives and Actions – Environmental Policy**

- 6.1. We are committed to reducing our environmental impact and to continually improving our environmental performance as an integral part of our business strategy. We recognise that environmental risks and opportunities have an impact on the key strategic competencies that create and deliver value to our business model.
- 6.2. Executive Management is responsible for ensuring that this policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met.
- 6.3. This policy is applicable to all our operations where we have management control, and includes all executive directors, officers, senior and junior managers, fulltime and fixed-term employees, contractors, and external visitors.

- 6.4. Our objectives are to:
  - 6.4.1. achieve external CO<sub>2</sub> neutrality;
  - 6.4.2. comply with and exceed all relevant regulatory requirements and other compliance obligations;
  - 6.4.3. continually monitor and reduce, wherever possible, our indirect impacts associated with our supply chain;
  - 6.4.4. understand and be responsive to environmental challenges and how they impact our business;
  - 6.4.5. incorporate environmental factors into business decisions;
  - 6.4.6. increase employee awareness and training; and
  - 6.4.7. demonstrate in real and measurable ways to our employees, customers, and ourselves that we are striving to combat climate change.

We are committed to reducing our environmental impact and to continually improving our environmental performance as an integral part of our business strategy. ”



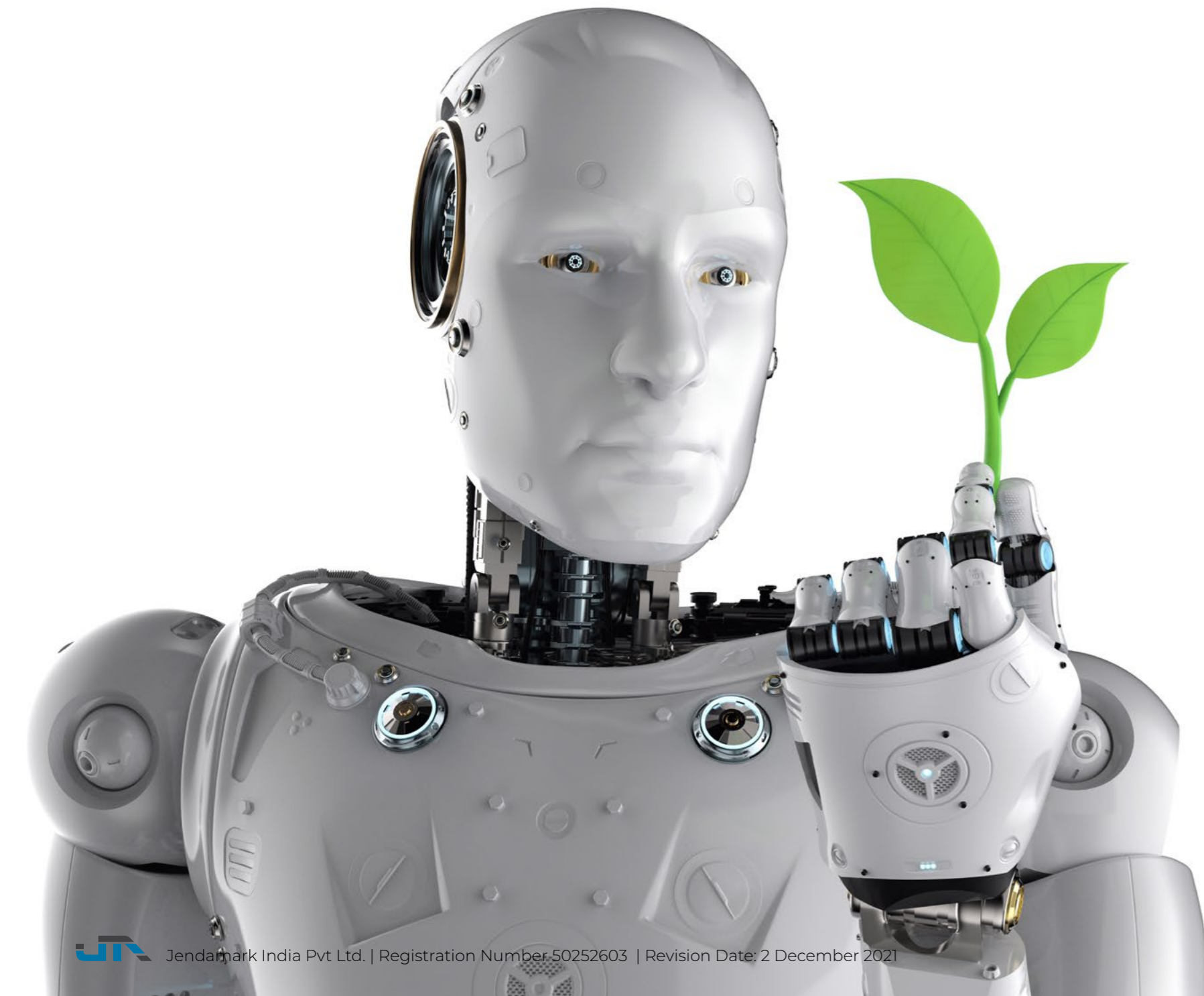
6.5. We are committed to:

- 6.5.1. becoming the leader in sustainable practices in our industry by maintaining an innovative environmental policy and positioning ourselves on the cutting edge of sustainable ideas, practices, methods and technologies;
- 6.5.2. integrating environmental management into planning and decision making;
- 6.5.3. operating in compliance with all applicable legislation and compliance obligations;
- 6.5.4. identifying and managing environmental aspects to:
  - 6.5.4.1. minimise greenhouse gas emissions and improve air quality;
  - 6.5.4.2. promote efficient use of materials and conservation of resources;
  - 6.5.4.3. optimise and minimise resource consumption;
  - 6.5.4.4. protect the environment and prevent pollution;
  - 6.5.4.5. use adaptation measures to protect our business and stakeholders against the impact of climate change;
  - 6.5.4.6. influence our suppliers to improve environmental performance across our supply chain;

- 6.5.4.7. sustainable and responsible practices for chemical handling, storage, and disposal, Safety Data Sheets (SDS), the importance of Chemical Abstracts Service (CAS) numbers, and preventing environmental and physical hazards from chemicals used on our premises;
- 6.5.4.8. use our sphere of influence to promote environmental awareness and drive behavioural change among all stakeholders, particularly our employees, suppliers, and customers;
- 6.5.4.9. achieve our targeted objective of external CO<sub>2</sub> neutrality, including, where considered appropriate, requiring our suppliers to provide their EcoVadis rating or other relevant documentation;
- 6.5.4.10. communicate effectively with relevant stakeholders our progress; and
- 6.5.4.11. view any non-compliance with this policy as well as any non-compliance with our obligations in terms of applicable legislation in a serious light. Any deliberate action by any of our employees to contravene the above will be subject to disciplinary action.







## 07. Specific Objectives and Actions – Sustainable Procurement Policy

- 7.1. Our objectives are to identify and manage the environmental, social and economic impacts within our supply chain.
- 7.2. We are committed to:
  - 7.2.1. sustainability across every function, including procurement [sourcing] of components, parts, and material supplies;
  - 7.2.2. setting objectives and action plans in support of this policy, and pursuing continuous improvement of our practices;
  - 7.2.3. complying with the letter and spirit of all applicable legislation;
  - 7.2.4. identifying areas of higher risk and influence within our supply chain and engaging with suppliers in those areas;
  - 7.2.5. prioritising suppliers who have embedded sustainable and ethical practices within their organisation and who drive such practices within their own supply chain;
  - 7.2.6. through supplier selection and direct engagement, favouring suppliers that actively target the following key performance indicators [KPIs]:

- 7.2.6.1. Environment:
  - 7.2.6.1.1. compliance and adherence to all applicable environmental laws;
  - 7.2.6.1.2. reduction of environmental footprint through: conservation of resources, including the use of energy, water and materials; waste minimisation, both within their operations and through reduction of packaging; and reduction of the impact of deliveries and maximisation of local sourcing;
- 7.2.6.2. Business Ethics:
  - 7.2.6.2.1. compliance with all relevant international and domestic laws regarding ethical business practices;
  - 7.2.6.2.2. demonstration of existence of procedures to prevent: money laundering; fraud, bribery, corruption; conflicts of interest; and breach of data security;

No matter what is the environment around you, it is always possible to maintain your brand integrity. A. P. J. Abdul Kalam





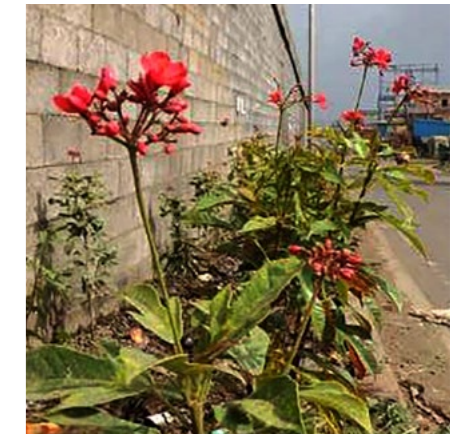
7.2.6.3. Labour and Human Rights:

- 7.2.6.3.1. compliance with all applicable laws, in accordance with the principles of the International Labour Organization, the UN Global Compact and the UN Universal Declaration of Human Rights;
- 7.2.6.3.2. prohibition of slavery and the use of forced, bonded, or child labour across the supply chain;
- 7.2.6.3.3. prohibition of unlawful discrimination and harassment to provide a safe and inclusive work environment; and

7.2.6.4. Community Development:

- 7.2.6.4.1. supporting job creation and facilitating opportunities for small-and-medium-sized enterprises (SMEs) and social businesses;
- 7.2.6.4.2. considering the life-cycle cost of products; and
- 7.2.6.4.3. providing a Living Wage (at a minimum) to employees and contractors; and

7.2.7. viewing any non-compliance with this policy as well as any non-compliance with our obligations in terms of applicable legislation in a serious light. Any deliberate action by any of our employees to contravene the above will be subject to disciplinary action.







## 08. Summary, Declarations, and Concluding Information

- 8.1. This is our formal sustainable procurement (incorporating external CO<sub>2</sub> neutrality) policy.
- 8.2. Our company name, registration number, and the revision date of this policy appears at the foot of each page.
- 8.3. Our commitments and operational objectives and the main environmental risks/issues that we face are set out above.
- 8.4. This policy will be made available via a dedicated tab/link on our website – [www.jendamark.in](http://www.jendamark.in) – and thereby communicated to our internal and external stakeholders.
- 8.5. We will continually strive to engage with our suppliers to achieve our objectives as set in this policy.
- 8.6. The name and contact details of our designated corporate environmental management officer will be noted on our website. Such officer's functions will include regularly monitoring and reporting to our board of directors on environmental issues.
- 8.7. Although we are not currently a signatory to any external Community Social Responsibility ("CSR") initiatives, we will continue to try to identify an appropriate external body to whom we can affiliate. We, however, have a long and sustained commitment to CSR through multiple initiatives in the areas of education, social welfare and the environment. We have full details on record in our files and our official CSR policy is available on our website.
- 8.8. We are ISO 14001/EMS certified and we are committed to upholding the principles underlying or inherent in such certification.
- 8.9. Awareness training programmes will be conducted regularly so that all our employees are always conscious of our and their responsibilities and the appropriate actions required. Records will be kept of such awareness training programmes.
- 8.10. WE ARE COMMITTED TO COMBATTING CLIMATE CHANGE.

The root cause of environmental pollution is greed and insensitivity. Outer cleanliness can be sustained only by keeping our hearts clean. Gurudev Sri Sri Ravi Shankar







Everybody should plant a tree on any happy occasion or birthday and celebrate.

Sayaji Shinde



