Supplier Policy for Meridian Technique T/A Materialise UK

Our mission is to innovate product development that results in a better and healthier world, through our software and hardware infrastructure, and an in-depth knowledge of Additive Manufacturing. With this statement as our driving force, there are a number of principles that shape us as a company and drive our supplier policy – a policy focused on sustainable procurement:

Innovation
We are committed to transforming the way companies do business and use sustainable procurement to stimulate innovation in our supply chains. Our aim is to not just gain greater shared value and generate new markets, but also to improve people’s lives.

Customer co-creation with Integrity
In our interactions with our customers, we focus on building relationships of trust and mutual respect. Our customers rely on us to merge our understanding of Orthopaedic Software with their experience, creativity and requirements. And more and more, they are also expecting us to take environmental and social factors into account, all the way through our value chain, including at the supplier level. By partnering with suppliers who pay attention to sustainability issues, we build stronger relationships and together, better support our objectives and mission.

People
Inspiration and curiosity drive us in very real ways. We live and breathe our mission. We follow trends. We go the extra mile to find smart solutions. At Materialise, we give our people a vibrant, open environment that invests in their energy. Paying attention to sustainability issues in our procurement is essential to attract, motivate and retain talent.

Security of the Supply Chains
Quality lasts. It’s what keeps solutions relevant over time. So our state-of-the-art software and high-quality prints and services are constantly being refined to ensure our customers get the quality and reliability they deserve. This requires the implementation of continual improvement processes by our suppliers.

For these reasons, we expect our suppliers to adopt or focus on the following principles – principles we also apply within our own operations:
Regulatory compliance
The supplier shall comply with all laws applicable to its business. The supplier should support the principles of the United Nations Global Compact, the UN Universal Declaration of Human Rights, the Modern Slavery Act as well as the 1998 International Labour Organisation Declaration on Fundamental Principles and Rights at Work, in accordance with national law and practice.

Employment
- There is no forced, bonded or involuntary prison labour.
- All employees, without distinction, have the right to join or form trade unions of their own choosing and, where a significant proportion of the workforce agree, to bargain collectively.
- Employees’ representatives are not discriminated against and have access to carry out their representative functions in the workplace.

Elimination of child labour
- The supplier employs no children under the age of 15. If national laws or regulations allow children between the ages of 13 and 15 to perform light work, such work is not permitted under any circumstances if it would hinder a minor from the completion of compulsory schooling or training, or if the employment would be harmful to their health or development
- Suppliers should develop or participate in and contribute to policies and programmes that provide for the transition of any child found to be performing child labour to enable her or him to attend and remain in quality education until no longer a child.
- Children and young persons under 18 shall not be employed at night or in hazardous conditions.

Right to a living wage
- The supplier shall comply with the respective national laws and regulations regarding working hours, wages and benefits.
- In any event, wages should not be paid in kind and should be enough to meet basic needs.
- All workers should be provided with written and comprehensible information about their employment conditions in respect to wages before they enter employment and the particulars of their wages for the pay period concerned each time that they are paid.
- Deductions from wages as a disciplinary measure should not be permitted. Deductions from wages not provided for by national law should only be permitted with the expressed permission (without duress) of the worker concerned. All disciplinary measures should be recorded.

Avoidance of excessive working hours
• Standard working hours must comply with national laws and national benchmark industry standards; whichever affords greater protection to the employee.

• All employees should not on a regular basis be required to work in excess of 48 hours per week and should be provided with at least one day off for every 7-day period on average. Overtime requested by the employer must be voluntary and must not be requested on a regular basis.

No discrimination
• A policy of equality for all should be in place and there should be no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, religious beliefs, union membership or political affiliation.

Provision of regular employment
• To every extent possible work performed must be on the basis of recognised employment relationship established through national law and practice.

• Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship should not be avoided.

• Examples include the abuse of labour-only contracting, sub-contracting, or home-working arrangements, through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, or the excessive use of fixed-term contracts of employment.

No harsh or inhumane treatment
• Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse of other forms of intimidation shall be prohibited.

Working in partnership
• We will seek out organisations that share our commitment to sound ethical performance and improvement. Where applicable, we will offer assistance to our suppliers in raising their awareness and social accountability. We will develop partnerships with our suppliers and contractors and work together to minimise the social impacts of our supply chain.

• Sustainability requirements will be considered and where appropriate will be specified in initial tender documentation for both suppliers and contractors, to ensure suppliers and contractors are aware of our social criteria at an early stage in the tender process.

• Small firms, voluntary and community organisations, social enterprises and ethnic minority businesses are considered members of our supply chain as they play an important role in the local economy and contribute to social cohesion.

Procurement process
• We will use our purchasing power, where practicable, to influence and encourage suppliers in order to create a more reliable market for ethically produced products and services.
• Social factors shall be considered in the purchasing process. Specifically this includes considering where the product is made and by whom and whether the organisation complies with local laws and regulations.
• We will add ethical compliance into the procurement cycle: identifying needs; appraising options; design and specification; supplier selection; tender evaluation; contract management and supplier development.
• Ethical concepts will be embedded into purchasing functions within our organisation.

Monitoring and measuring
• We will seek to establish key performance indicators for ethical procurement where appropriate and monitor and measure the performance of our supply chain against them.

Safe and Healthy Working Conditions
We expect our suppliers:
• To provide a safe and healthy working environment bearing in mind international standards, the prevailing knowledge of the industry and of any specific hazards.
• To take adequate steps to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working practice and environment.
• Provide workers with suitable and sufficient health and safety training, in order that they fully understand the hazards associated with the work activity and environment and the correct practices required to minimise the risks.
• Provide suitable and adequate welfare facilities including toilet facilities, drinking water and food storage where required. Accommodation, where provided, shall be clean, safe and meet the needs of the workers.
• To assign responsibility for health and safety to a senior management representative.

External Monitoring
Materialise UK will seek, obtain and maintain third party certification against a nationally or internationally recognised standard, such as LSAS.