



**CONSOLIDATED EXECUTIVE BAGGAGE AND RELATED SERVICES(PTY)LTD
CES**

SUSTAINABLE PROCUREMENT CHARTER

CES is initiating a Sustainable Procurement Charter applied to its purchasing activity. Its aim is to protect employees within South Africa and the Environment of all operations.

CES requests its suppliers to share the following commitments:

1 Labour Practices

Its BEE and company status regarding employment equity and labour practices relating to the relevant statutory requirements in the Republic.
Specific reference is addressed to the aspects of Discrimination, Working Hours and Conditions, Right of Association and Councils, Compensation and Protection of Health and Safety and fight against the Sexual Exploitation of Children and Child Labour.

2 Environmental Practices

Its impact that its sites, products and services have on the environment with reference to :

- * Waste Procedures
- * Green House Gas emissions
- * Environmental Pollution

The supply to CES as far as possible products and services that may facilitate the reduction of its direct impact relating to energy consumption and the use of recyclable products.

1 Principles related in respect of Labour / Employees (Labour Practices)

Discrimination

The supplier commits to fight off all forms of discrimination with reference to relationship, political affiliation, gender , race, religion and origin and will promote cultural diversity.

Working Hours and Conditions

The Supplier commits to ensure the proper working hours and conditions are adhered to by the relevant operational or affiliated sector rules. Adequate time to rest for all employees are offered. Corporal punishment sexual harassment or forced labour is not practiced in the organisation. All employees are treated with dignity and respect.

Right of Association and Councils

The Supplier commits to abide to any relevant Association , Council or regulatory authority in its sector and commits to not restrict any employee involvement to any such Association.



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Compensation and Protection of Employees

The Supplier commits to abide by the Republic's legal labour requirements relating to minimum wages, unemployment benefits, workman's compensation for occupational injury and to all statutory legislation gazetted for each operational sector which the supplier falls and operates under.

Health and Safety Policy

The Supplier commits to abide and practice a proper health and safety policy in its organisation empowering all employees towards a Healthy and Safe working environment.

Sexual Exploitation and Child Labour

The Supplier commits to respect the age limit set in the laws of the Republic and to commit not to employ any child younger than 16 years of age on a full time capacity unless the employment is based on an internship, school initiative or holiday casual employment upon consent of the Child. The Supplier commits not to engage in any exploitation of Child Labour during its scope of operation. The supplier further commits to protect minors from acts of child pornography or acts of paedophilia within its operation, of production distribution, manufacture or storage premises at all times.

2 Principles related in respect to the Protection of the Environment (Environmental Practices)

Compliance with any regulations

The Supplier commits to abide to any environmental regulations within its industry

Reduction of Impact Footprints of its Buildings, Sites, Services and Products

The Supplier commits to evaluate the impact of its footprint toward the environment and commits to reduce:

- * Waste Procedures
- * Green House Gas emissions
- * Environmental Pollution

Reduction of C.E.S environmental impact

The Supplier commits to offer as far as possible to CES, services or products that may reduce its environmental impact relating to energy consumption.



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This Charter demonstrates the willingness of CES to be committed to the above stated principles and as a result requires all its suppliers to sign this charter through which the supplier agrees to :

- *Comply with this Charter
- *Ensure as much as possible that their own suppliers and sub contractors commit to the same Criteria

The Supplier hereunder acknowledges that compliance to the Principles in this Charter is an essential building block to better relations not only in the Commercial Sector but also to be in line with the Constitution, Employment Equity Requirements as well as to the BEE requirements from time to time. The Supplier acknowledges that the commercial relationship may be jeopardised should the principles noted above not be upheld by the supplier.

The supplier abides to the above principles and commitment :

Completed by: Name/Surname _____

Capacity : _____

For Company/ Supplier _____

Business Address : _____

Telephone Number : () _____

Fax Number : () _____

E mail Address: () _____

Comments :

SUPPLIER COMPANY STAMP
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In its quest to facilitate this initiative C.E.S implements the following strategy:

Labour Practices

There is no **Discrimination** in the entity with reference to : relationship, political affiliation, gender, race , religion or origin. The enterprise cooperates within the **Basic Conditions of Employment** BCEA. Hours of work, minimum payments and all legal requirements are abided to and controlled by the relevant authorities respectively. The entity abides and makes monthly payments for its employees to the legislated **Unemployment Insurance Fund (UIF)** as well as to the **Occupational Compensation and Disease Fund (OID)** in case of occupational injury and are retrenchment of employees. C.E.S does not support any exploitation of employees, child or any child labour. CES contributes donations to Child Care organisations for the upbringing and empowerment towards disadvantaged and abandoned children in South Africa.

Environmental Practices

CES promotes as far as possible a paperless operational environment. The use of email and storage harddrives are utilised for the exchange and safekeeping of all information. **Deliveries** of Supplies are restricted to a minimum where possible to reduce our carbon footprint. Our facilities have been sourced to be close proximity from the Airport to facilitate this quest. Any waste products are disposed of in the correct practices regarding bottle, plastic and municipal waste sites that are used for this purpose. Maintenance to our vehicles is monitored every 6 months, small capacity engines are utilised with minimal driving practice to reduce our footprint on Green House Effects. All lighting, alarm systems and CCTV are monitored with timers and where possible battery packs and or batteries are utilised for energy conservation.

Yours Sincerely

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