

Ethical Procurement Policy

Company Name:	Ikigai Consulting Group Ltd (“the Company”) – Trading as Ikigai®
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As a people business, human rights, equality, and environmental impact are key considerations and corner stones of our business. This policy sets out our expectations both of the business, and that of our supply chain. Our aim is to source products and services in a way that promotes social justice and human rights, and reduce environmental impact ultimately, helping to create a better, more equitable world for all.

Human Rights in Supply Chains

At a minimum, we require all suppliers that we work with to ensure that the following standards for workers’ rights are being upheld along the supply chain of the products and services they sell:

- Employment is freely chosen.
- Freedom of association and the right to collective bargaining are respected.
- Working conditions are safe and hygienic.
- Child labour shall not be used.
- Living wages are paid.
- Working hours are not excessive.
- No discrimination is practiced.
- Regular employment is provided.
- No harsh or inhumane treatment is allowed.

Where Ikigai Consulting Group Ltd sources goods or services, suppliers and brands should have a code of conduct that, at a minimum, includes workers’ rights as outlined above. The code of conduct should apply to suppliers and subcontractors and engage the responsibility of the company, and not only that of its suppliers. Effective resolution, remediation, and grievance mechanisms should be in place for workers in case of violations to the code of conduct.

Knowing where products are made, and who made them, is an essential step to ensuring human rights in supply chains so our expectations of our ourselves and our suppliers are as follows:

1. Ikigai Consulting Group Ltd expects all suppliers/brands to pay all workers in their supply chain a living wage. This requires suppliers to negotiate fair prices with their own suppliers and sub-contractors based on robust living wage benchmarks.
2. Ikigai Consulting Group Ltd will write to all suppliers/prospective suppliers outlining the expectations stated in this policy and requesting information about what action they take to ensure that workers' rights are respected along their supply chains.
3. If existing suppliers fail to develop an action plan to remedy human rights violations, Ikigai Consulting Group Ltd will take steps to implement a responsible exit strategy, and instead source from suppliers who are ethically sourcing.
4. If prospective suppliers do not meet the above expectations, Ikigai Consulting Group Ltd will not source from them, citing their failure to protect workers in their supply chain.

Human Rights in Services

A majority of service workers are undervalued low paid and part-time. Many are also marginalised as people of colour, migrant workers, women and/or LGBTQIA+. Ikigai Consulting Group Ltd commits to ensure chosen service providers promote inclusion by:

- Implementing policies to protect staff from discrimination in line with the Equality Act 2010 and Gender Recognition Act 2004.
- Ensuring that all staff, including leaders, managers, and supervisors, receive training on Diversity, Equality, and Inclusion.
- Encouraging and supporting protected groups representation within staffing teams.
- Encouraging and supporting protected groups staff networks and engaging with them on the needs of protected group workers.
- Creating processes to support staff to report workplace discrimination or hate crimes.
- Ikigai Consulting Group Ltd will not contract security suppliers who have contracts associated with violence towards marginalised groups, for example security contracts with immigration detention centres.
- Ikigai Consulting Group Ltd will encourage their suppliers to offer all staff development opportunities regardless of seniority within the organisation.

Climate Crisis and Supporting Local Communities

The current rates of consumption have an adverse effect on global human rights and the climate crisis. Therefore, we commit to only purchasing products or services when deemed necessary to fulfil campaign aims and are business critical.

Local procurement of goods, services and materials from independent businesses will be encouraged with a view to supporting local communities and reducing the overall carbon footprint of our activities.

All quotes for products and services will be compared based on their environmental and social impact, as well as price. Environmental and social impact will be given highest priority in sourcing. Organic, fair trade and recycled products shall be sourced where available and not prohibitively expensive.

Implementation & Review

To ensure adherence by our employees and supply chain to our ethical sourcing policy the following arrangements are in place:

- The Company operates a system of approved and preferred suppliers and sub-contractors.
- Formal pre-qualification and ongoing monitoring of our supply chain by way of questionnaire and review of arrangements (as outlined in this policy) are conducted both at inception and on an annual basis.
- Where compliance with the above expectations is not met, we will support these organisations to ensure future compliance with a view to furthering the impact of this policy for the greater good.
- This policy has been communicated, understood, and implemented at all levels in the Organisation. It is periodically reviewed for its continued suitability and effectiveness by the senior management team on at least an annual basis.