

Responsible Sourcing Policy



**LEADING
EDGE**
SIGNAGE & GRAPHICS

Approved By
Matthew Evans

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Policy Statement

Leading Edge Signage is committed to responsible sourcing across our supply chain.

We aim to work with suppliers who operate ethically, comply with applicable laws, and manage environmental and social risks in a proportionate and practical way.

This policy supports our commitment to delivering high-quality signage while meeting client, procurement, and regulatory expectations.

Scope

This policy applies to:

- Key suppliers of materials, components, services, and logistics.
- Suppliers involved in fabrication, installation, and construction-related activities.

It is applied on a risk-based and proportionate basis, focusing on suppliers most relevant to our operations.

Our Responsible Sourcing Principles

1. Legal & Ethical Compliance

We expect suppliers to:

- Comply with all applicable local, national, and international laws.
- Operate honestly and ethically.
- Avoid bribery, corruption, and unethical business practices.

2. Labour & Human Rights

We expect suppliers to:

- Prohibit forced, bonded, or child labour.
- Comply with employment and wage legislation.
- Provide safe and lawful working conditions.

Leading Edge supports the principles of the UK Modern Slavery Act 2015 and expects suppliers to do the same.

3. Health & Safety

We expect suppliers to:

- Maintain appropriate health & safety procedures.
- Take reasonable steps to prevent workplace accidents and injuries.
- Manage risks relevant to their operations.

4. Environmental Responsibility

We expect suppliers to:

- Comply with environmental laws and regulations.
- Handle materials and waste responsibly.
- Take reasonable steps to minimise environmental impact where practicable.

Formal environmental certification is not required, unless already held.

5. Supplier Due Diligence

Leading Edge manages responsible sourcing through:

- A Preferred Supplier ESG Checklist for key suppliers.
- A Supplier Code of Conduct, which suppliers are expected to acknowledge.
- Ongoing supplier relationships and performance review.

This approach is designed to identify and manage risk without creating unnecessary burden.

6. Monitoring & Improvement

- Responsible sourcing considerations are reviewed periodically.
- Suppliers may be asked to confirm compliance where required for client or tender purposes.
- We aim to work collaboratively with suppliers to address issues where identified.

7. Responsibility & Governance

Responsibility for this policy sits with senior management at Leading Edge Signage.

This policy is reviewed periodically to ensure continued relevance and compliance with client and regulatory expectations.

How Leading Edge should position this to suppliers

Keep it low-friction and non-threatening:

“We’re updating our supplier records to meet client procurement requirements. This checklist helps us evidence responsible sourcing and won’t affect our commercial relationship.”

Most suppliers sign it without hesitation.

How this shows up in tenders

You can now say:

“Leading Edge operates a Preferred Supplier ESG Checklist, screening key suppliers for environmental compliance, ethical labour practices, and governance standards in line with UK procurement expectations.”

This sentence scores real points.

- ✗ Don’t demand certifications suppliers don’t have.
- ✗ Don’t apply it to every tiny supplier.
- ✗ Don’t overpromise enforcement.
- ✗ Don’t call it an ‘audit’.

This is about proportionate due diligence, not perfection.

Preferred Supplier ESG Checklist

Supplier Details

- Supplier name:
- Product / service provided:
- Country of operation:

Environmental (E)

- Materials comply with UK/EU environmental regulations.
- Waste is managed responsibly (recycling where possible).
- Environmental certifications held (if applicable – optional).
- No known environmental breaches in the last 3 years.

Social (S)

- Compliance with UK Modern Slavery Act (or local equivalent).
- No use of forced, bonded, or child labour.
- Safe working conditions provided for employees.
- Fair pay practices in place.

Governance (G)

- Operates in compliance with applicable laws and regulations
- Has basic health & safety procedures in place
- Will notify Leading Edge of any serious ESG-related breaches
- Agrees to adhere to Leading Edge's Supplier Code of Conduct

Declaration

We confirm that the above information is accurate and that we operate in line with the principles outlined.

Name:

Role:

Company:

Date:



**LEADING
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Gomersal

Oxford Court
Oxford Road
Gomersal
West Yorkshire
BD19 4HQ

Liversedge

Unit 146
BMK Industrial Estate
Wakefield Road
Liversedge
West Yorkshire
WF15 6BS

London

The Gridiron Building
One Pancras Square
London
N1C 4AG