



# SUSTAINABLE SOURCING CODE

## SUSTAINABILITY AND SILVERSTONE

In 2022, we launched our Shifting to Zero Sustainability Strategy.

As the home of British motorsport, we are accelerating change to lead the way, as a sporting venue, by committing to an ambitious ten-year venue and facility investment strategy that will put sustainability at the centre of daily operations and aligns our plans with those of F1® and other key partners in motorsport and the MICE industries.

We ask all our stakeholders, future partners, services providers, and suppliers to adopt a responsible sourcing approach by which the sourcing of all products and services is carried out with environmental, social, and ethical issues in mind.

Through this approach, we aim to use its influence to promote higher levels of environmental and social responsibility across its value chain.

When selecting suppliers, we will consider the potential partner's social and environmental commitments/performance on human rights, labour conditions, waste minimisation, optimisation of transport, natural resources, and ethics.

## THREE STRATEGIC PILLARS

Our commitment is underpinned by three strategic pillars:

### THREE STRATEGIC PILLARS UNDERPINNING OUR COMMITMENT

01. INNOVATION			
02. COMMUNITY			
03. EXPERIENCE			

### ALIGNING WITH THE GLOBAL SUSTAINABILITY RACE

Our commitments are in line with the UN Sustainable Development Goals, the FIA Environmental Strategy, the FIM Environmental Code, and the Formula 1 Sustainability Strategy.

**ZERO** | Silverstone

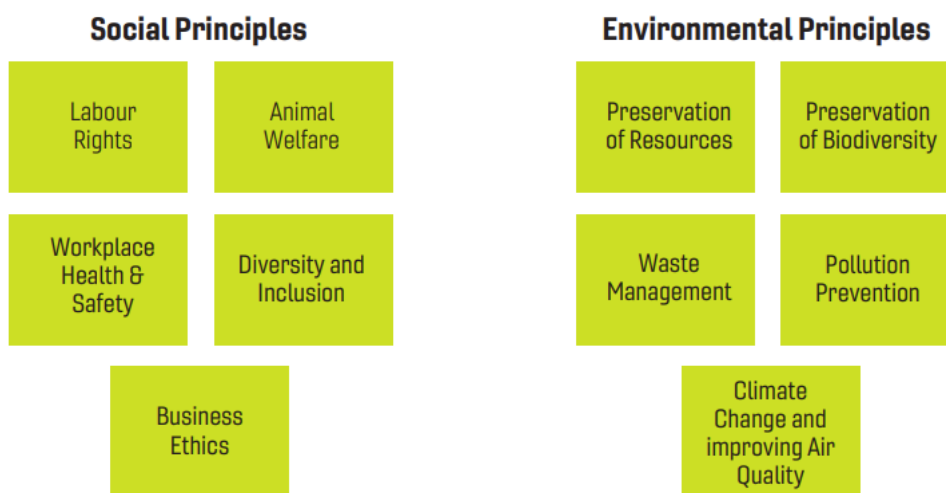
## USING THIS DOCUMENT

This Sustainable Sourcing Code sets out the minimum requirements which shall be applied to procured suppliers, with relation to sustainability.

These standards are based on best practice, internationally recognised standards, and FIA guidance documents, which are listed at the end of this document.

These minimum standards do not replace, but rather add to the applicable legal requirements, for which the supplier must be able to prove evidence of meeting at any time during the contract. Both sets of requirements must be met.

The principles set out are as follows:



Under principle contains a set of minimum standards that relate to it.

## IMPLEMENTATION OF THE DOCUMENT

### Who the Sustainable Sourcing Code applies to:

This Sustainable Sourcing Code (the **Code**) and its core Sustainability Principles set out the required and expected minimum standard from all our contracted suppliers i.e., Silverstone procurement teams, direct suppliers of goods and services, sub tier suppliers of goods and services and origin suppliers of goods and services i.e. farm level / raw material extraction etc.

### Key Responsibilities of Suppliers

All contractors and suppliers should guarantee to comply with the Code and be able to demonstrate that they are continuously improving, beyond minimum requirements in their own operations. It is the responsibility of contractors and suppliers to cascade Silverstone’s Sustainability Principles to sub-contractors and workers, to enforce these standards within their own monitoring programme.

## **Supplier Supply Chain**

As part of our procurement process (by way of inclusion in our Invitation to Tender), we encourage suppliers to be aware of more vulnerable groups (such as women, migrant workers, indigenous peoples, smallholders, and homeworkers) both as part of their workforce and when subcontracting. All suppliers must have the adequate measures in place to ensure the rights of these groups are upheld.

## **Sub-Contracting**

All sub-contractors are expected to meet the Code's expectations and comply with Silverstone's Sustainability Principles. The responsibility for compliance principally sits with the sub-contracting supplier.

## **Sharing information with Silverstone**

Silverstone is committed to the highest levels of transparency and the Code is part of everyday supply chain operations. Silverstone is using the data insight to increase the effectiveness of our overall environmental and social impact. Our commitment to transparency means we expect our suppliers to share with us information regarding their relevant supply chain policies and practices, conditions, risks in their supply chains and how such conditions or risks are being prevented or addressed.

If requested by Silverstone, suppliers will disclose information relating to their supply chain and emissions; this may include information on raw materials, social, environmental and/or ethical attributes and locations used in production and supply of those materials servicing Silverstone.

## **Right to Audit**

Silverstone require that all suppliers maintain complete and accurate records of their supply chain, compliance with Silverstone policies and procedures and performance of the supply of goods and/or services to Silverstone.

Silverstone shall have the right (itself or through its appointed third-party) to access Supplier premises and systems to monitor compliance with the Code, Silverstone's policies and procedures and the contract for the supply of goods and/or services with the supplier.

## **Breaches of the Sustainable Sourcing Code**

If any of Silverstone's Sustainability Principles outlined in the Code are found to be breached, the supplier shall be expected to implement a corrective action plan and provide a clear timeline to resolve the failure effectively and promptly. Where requested by Silverstone, the supplier shall meet and discuss the reasons leading to the breach.

We are committed to working with suppliers to support any necessary improvements and in line with the UN Guiding Principles, if through our operations we have caused or contributed to negative human rights impacts, then we shall work collaboratively with our suppliers to ensure the issues are remediated and practices put in place to avoid recurrence.

Breach of the Code shall be considered a material breach by the supplier for the purposes of the contract for the supply of goods and/or services between Silverstone and the supplier. The failure to

suitably resolve a breach shall be considered a failure to remedy the material breach triggering a right for Silverstone to immediately terminate the contract.

### **Acceptance of the Sustainable Sourcing Code**

Acceptance and adherence to the Code, and Silverstone's Sustainability Principles contained within it, is understood to be confirmed by a supplier when they accept to undertake business with Silverstone, which may be indicated by signature of a contract, acceptance of a purchase order or commencement of supply of goods or services.

### **Standards and Documents**

In compiling this Code, the Silverstone Sustainability Principles and their associated minimum standards, the following standards and documents were used for reference:

#### **Internationally Recognised Standards**

- International Labour Organisation (ILO) - [ILO Declaration on Fundamental Principles and Rights at Work \(DECLARATION\)](#)
- International Organisation for Standardisation – ISO 14001 certification

## **SILVERSTONE'S SUSTAINABILITY PRINCIPLES**

### **1. LABOUR RIGHTS**

#### **1.1 EMPLOYMENT IS FREELY CHOSEN**

There is no forced labour, bonded or involuntary prison labour.

Workers are not required to lodge deposits of their identity papers with their employer and are free to leave employer after reasonable notice.

#### **1.2 FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING ARE RESPECTED.**

Workers, without distinction, have the right to join or form trade unions of their own choosing. The employer adopts an open attitude towards the activities of trade unions and their organisational activities, including collective bargaining.

Worker's representatives are not discriminated against and have access to carry out their representative functions in the workplace.

Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates and does not hinder the development of parallel means for independent and free association and bargaining.

#### **1.3 WORKING CONDITIONS ARE SAFE AND HYGIENIC**

A safe and hygienic working environment must be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken 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 environment.

Workers must receive regular and recorded health and safety training, and such training must be repeated for new or re-assigned workers.

Access to clean toilet facilities and to portable water, and, if appropriate, sanitary facilities for food production must be provided.

#### **1.4 CHILD LABOUR MUST NOT BE USED**

There must be no recruitment of child labour. Companies must develop or participate in and contribute to policies and programmes which 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 shall not be employed at night or in hazardous conditions. These policies and programs must conform to the provision of the relevant International Labour Organisation (ILO) Standards.

#### **1.5 STATUTORY LIVING / MINIMUM WAGES ARE PAID**

Wages and benefits paid for a standard working week meet, at a minimum, national legal standards.

All workers must be provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

Deductions from wages as a disciplinary measure must not be permitted nor shall any deductions from wages not provided for by the national law be permitted without the express permission of the worker concerned. All disciplinary measures must be recorded.

#### **1.6 WORKING HOURS ARE NOT EXCESSIVE**

Working hours comply with national laws and benchmark industry standards, whichever affords greater protection for workers.

All overtime must be voluntary. Overtime shall be used responsibly, taking into account: the extent, frequency and hours worked by individuals and the workforce as a whole.

#### **1.7 NO DISCRIMINATION**

There is no discrimination in hiring, compensation, access to training, promotion, termination, or retirement based on race, caste, national origin, religion or belief, age, disability, gender, gender reassignment, marital status, maternity or pregnancy, sexual orientation, union membership or political affiliation.

## **1.8 REGULAR EMPLOYMENT IS PROVIDED**

To every extent possible work performed must be on the basis of an employee or worker relationship compliant with National law and all individuals working under such contracts must be treated fairly and their legal rights respected at all times.

For the avoidance of any doubt, this requires Suppliers and their sub-contractors or suppliers to engage their workforce by using employment or workers contracts (i.e., a contract of service or a contract attracting statutory rights as a worker) and not any other kind of contract for the provision of services wherever possible. A relationship on any other basis shall not be justified by the individual expressing a preference for that other kind of relationship, unless no other appropriately skilled individuals are available to be engaged using employment or workers contracts.

Labour only contracting, sub-contracting, home-working arrangements, or internships or apprenticeship schemes where there is no real intent to impart skills or provide regular work shall not be used to avoid statutory obligations to employees and workers under the labour or social security laws and regulations. Nor shall any such obligations be avoided through the excessive use of fixed-term or zero-hour contracts. Zero-hour contracts, while lawful and appropriate in certain circumstances, should not be used by suppliers as a substitute for proper business planning to align their recruitment and mobilisation to meet the workforce requirements and service levels to which they have committed to Silverstone.

## **1.9 NO HARSH OR INHUMANE TREATMENT IS ACCEPTED**

Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation is strictly prohibited.

## **2. ANIMAL WELFARE**

### **2.1 ANIMAL PRODUCTS**

In line with industry principles on country-of-origin information, suppliers must be able to indicate the origin of any meat, meat products, eggs, and dairy products, which it commits to supply. All meats supplied shall be obtained from countries that have been approved by the UK for supply of meats and meat products and therefore should be products from the UK, EU country or any other country originating from a national or regional quality scheme recognised by the UK as a produced in line with annual independent farm and processor scheme inspections accredited to BS EN ISO/IEC17065:2012 or equivalent standards.

### **2.2 ANIMAL TESTING**

Animal testing shall not be performed if another scientifically satisfactory method of obtaining the result sought, not entailing the use of animals, is reasonably and practically available.

## **3. WORKPLACE HEALTH AND SAFETY**

### **3.1 ASSESSMENT OF GOODS AND SERVICES**

Suppliers must assess all goods supplied against the hierarchy to ensure they are safe and suitable for the purpose for which it is supplied. For provision of services, Suppliers must appropriately risk assess the services prior to commencement and perform in accordance with Silverstone guidelines, procedures and applicable laws and regulations.

### **3.2 SAFETY DEVICES**

Applicable safety devices must be fitted and used as instructed or as stated in current guidance or regulations, it shall be ensured they are operational, inspected and maintained.

### **3.3 SAFETY INFORMATION FOR SUPPLIED GOODS**

Relevant safety information, such as Safety Data Sheets, must be supplied for all goods supplied to Silverstone. Safety information must be provided in English. All chemicals must be appropriately labelled and packaged.

### **3.4 ALTERNATIVE PRODUCTS**

Goods supplied shall meet the requirements of the initial contract and will not be replaced with an alternative product or sourced from an alternative supplier without prior approval from Silverstone.

### **3.5 SAFEST AVAILABLE PRODUCTS**

Suppliers shall source the safest product available to meet the needs of Silverstone.

### **3.6 REPORTING A HEALTH AND SAFETY CONCERN**

To report a concern regarding health and safety at Silverstone, suppliers should contact the Silverstone Health and Safety Manager: **Charlotte Neale** ([charlotte.neale@silverstone.co.uk](mailto:charlotte.neale@silverstone.co.uk)).

## **4. EQUALITY, DIVERSITY AND INCLUSION**

### **4.1 CONDUCT AS A SUPPLIER**

A supplier must as a minimum comply with the requirements of the Equality Act 2010 and all other relevant equality legislation. The supplier must act with fairness, be non-discriminatory, act with respect and inclusivity towards Silverstone employees.

### **4.2 EQUALITY AND DIVERSITY**

The supplier shall promote equality and diversity in their own workforce and supply chain.

## **5. BUSINESS ETHICS**

### **5.1 SUPPLIER SELECTION PROCESS AND CONFLICT OF INTEREST**

The supplier shall cooperate with Silverstone and provide accurate and complete information for integrity and compliance screenings (prior and during the selection, contracting and/or monitoring process). The supplier shall declare any potential conflict of interest to Silverstone prior to the start of the selection process and at any time during the business relationship.

## **5.2 ANTI-BRIBERY AND CORRUPTION, ANTI-MONEY LAUNDERING, COMPETITION LAW AND INTERNATIONAL TRADE SANCTIONS**

All suppliers shall abide by all applicable anti-corruption, anti-money laundering, international trade sanctions, data privacy and competition laws. The supplier shall not engage in any form of bribery or corruption to obtain an unfair or improper advantage, whether actual or perceived. No supplier shall participate in activities which could prevent competition. No supplier shall have dealings with restricted parties (in accordance with international trade sanctions law).

## **5.3 GIFT AND HOSPITALITY**

Suppliers are prohibited from offering gifts or hospitality above a normal value to Silverstone employees, customers, or other relevant stakeholders. Any gift offered must be of a purely nominal value and must not be intended (or able to be perceived as such) to influence a business decision.

Hospitality offered must be linked to business purposes, must be of an appropriate value and must not be intended (or able to be perceived as such) to influence a business decision. No gift or hospitality may be offered during tender or contractual negotiations.

## **5.4 RAISING A CONCERN**

Any failure to comply with this Code (including any failure by an employee of Silverstone or anyone acting on behalf of Silverstone to so comply), of which the supplier is aware, shall be immediately reported to Silverstone.

Any concern from a supplier, its agents, or its sub-contractor, or any Silverstone agent, regarding these Sustainability Principles or their application shall be reported to the usual contact at Silverstone.

At Silverstone we strongly support a culture of speaking up for both suppliers and their workers without any fear of retaliation against those who report actual or suspected breaches. Silverstone has a zero tolerance on attacks on Human Rights Defenders and expects suppliers to adopt the same approach and cascade this to their suppliers.

To report a concern, suppliers should contact the Whistleblowing Officer in our HR Department: [hr@silverstone.co.uk](mailto:hr@silverstone.co.uk)

The law recognises that in some circumstances it may be appropriate for individuals to report their concerns to an external body such as a regulator. Staff can always seek advice about reporting a concern to an external body. The independent organisation 'project' operates a confidential helpline. Their contact details are as follows:

Helpline: (020) 3117 2520

Email: [whistle@protect-advice.org.uk](mailto:whistle@protect-advice.org.uk)

Website: [www.pcaw.org.uk](http://www.pcaw.org.uk)



## **6. PRESERVATION OF RESOURCES**

### **6.1 WATER USE**

It shall be ensured that operations do not negatively affect access to safe water for the community. Suppliers employ water management strategies to ensure that they are making water savings wherever possible and report on the steps they have taken in line with Silverstone's single use plastic pledge.

### **6.2 PRINTED MATERIALS**

Where printed material is required, efforts are to be made to minimise the environmental impact of the printing processes, substrate material or paper.

### **6.3 TEMPORARY EQUIPMENT**

Rental of equipment is considered before purchasing of temporary equipment, to reduce the consumption of resources used in the item's life cycle.

### **6.4 ENERGY USE**

Suppliers must work to understand their energy usage. Suppliers shall introduce a roadmap to ensure energy intensity is managed, understood, and minimised wherever possible. Where appropriate, suppliers should look to utilise renewable energy tariffs.

### **6.5 DATA COLLECTION**

Suppliers must provide to Silverstone, as requested from time to time, information and data related to its use and preservation of resources and utilities. Silverstone will work with suppliers to ensure the information requested is relevant and not out of normal working practices.

## **7. PRESERVATION OF BIODIVERSITY**

### **7.1 TIMBER AND FORESTRY PRODUCTS**

Timber and forestry products must be reused or recycled materials where possible, or if not, they must be certified under an accepted international sustainable forestry management scheme such as FSC Chain of Custody certification, to provide credible confirmation for products with environmentally and socially responsible sources to access the market. Solid wood packaging imported into the UK must meet ISPM15 standards.

### **7.2 DEFORSTATION AND LAND USE**

Suppliers must adopt an approach to preserving biodiversity and to net zero deforestation and land conservation of High Conservation Values (HCV) lands in their operations and supply chains and ensure land rights are respected.

**8. WASTE MANAGEMENT**

**8.1 PRODUCT AND TRANSIT PACKAGING**

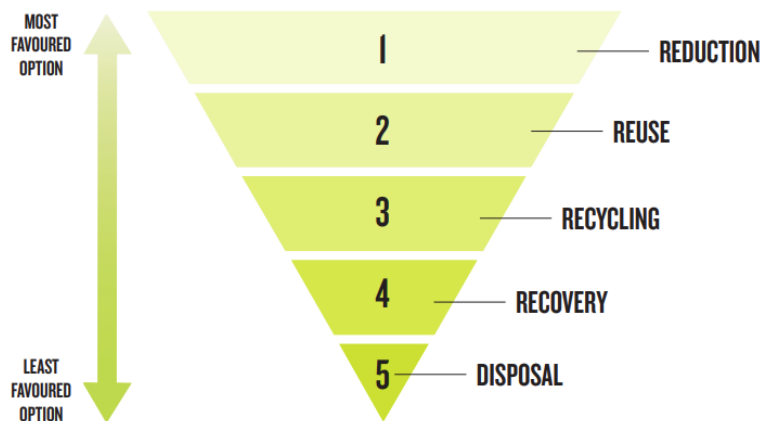
Suppliers shall work to minimise product and transit packaging in line with Silverstone’s single use plastic policy (with the goal of achieving 0% single use plastic by 2026), and on decreasing the use and types of plastics and increasing the recyclability and recycled content of packaging material supplied.

Suppliers are encouraged to contribute to packaging collection, sorting, and recycling solutions to mitigate packaging materials ending up in a landfill or as litter.

**8.2 THE WASTE DUTY OF CARE**

The Waste Duty of Care Code of Practice shall be applied to all waste holders, and it is actively applied at all stages of the waste’s journey. The Waste Hierarchy (see below) shall be actively applied to all waste produced, and the most preferred options shall be used unless unfeasible.

In the case where waste management is undertaken overseas by the supplier controlling their own waste management, the waste regulations for the country must be followed.



**9. POLLUTION PREVENTION**

**9.1 HAZARDOUS MATERIALS**

Hazardous materials, chemicals and dangerous substances shall be safely stored, handled, recycled, reused, and disposed of per manufacturer’s recommendations and the guidance of the Health and Safety Executive (HSE).

**9.2 CLEANING MATERIALS**

Only legally approved chemicals substances shall be used. The supplier is required to reduce the use of chemicals, veterinary residues and fertilisers and exclude the use of chemicals and fertilisers which are hazardous to people’s health.

The suppliers must use products that are readily biodegradable.

They must ensure all packaging does not contain any toxic substances.

Suppliers are encouraged to purchase cleaning products in quantities that minimise the amount of packaging required.

### **9.3 WASTEWATER, CHEMICAL STORAGE AND SPILL PREVENTION**

Activities shall not cause the pollution of natural waters, whether intentionally or unintentionally. If applicable, suppliers shall take steps to ensure emergency preparedness in case of a spill event, and have a spill procedure, and shall have preventative measures in place to avoid such events.

## **10. COMBATING CLIMATE CHANGE AND IMPROVING AIR QUALITY**

### **10.1 TRANSPORT POLICY**

Suppliers shall optimise transportation to reduce fuel consumption. Suppliers are invited to support Silverstone's sustainability objectives and are encouraged to prioritise low emission transport where possible. Silverstone's target is to have a zero-emission fleet by 2030 and suppliers are encouraged to impose the same target on their operations.

Suppliers should report on the steps they have taken, and where appropriate report GHG emissions savings because of the steps taken. If requested, suppliers shall also provide transport data relating to delivering products/services to Silverstone. This may include, but is not limited to, the number of miles/kilometres covered in delivery and the mode of transport used.

### **10.2 ENERGY**

The suppliers shall work at measuring and minimising its direct and indirect greenhouse gases emissions of its different activities and be willing to report this data to Silverstone on reasonable request.

The supplier should look to use less polluting energy (wherever possible) and always consider utilising renewable energy as a first option. If the supplier is operating from the Silverstone site, activities must be powered in a manner approved by Silverstone.

They should report on the steps they have taken, and (where appropriate report) GHG emissions savings because of the steps taken.