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## **SUSTAINABLE PROCUREMENT POLICY**

**AMESA Interiors Pty Ltd**  
**January 2025**

### **1.0 Policy Statement**

At AMESA Interiors Pty Ltd, we recognise the environmental, social, and economic responsibilities arising from our actions, and we follow sustainable procurement principles in all business activities.

These principles include:

- Considering carefully what we purchase,
- Buying only what is necessary,
- Prioritising products and services with high environmental performance, and
- Evaluating the social and economic impacts of our procurement decisions.

Through these commitments, AMESA Interiors Pty Ltd aims to integrate sustainability into all aspects of sourcing, manufacturing, and delivering products and services.

### **2.0 Supplier Collaboration**

We improve sustainable procurement by closely collaborating with suppliers in the following areas:

#### **2.1 Wood and Wood-Based Products**

- Ensure timber originates from suppliers with Forest Stewardship Council® (FSC) certification.
- Reduce hazardous substances in production processes.
- Reduce formaldehyde emissions.
- Promote renewable timber use in products.

## **2.2 Metals**

- Reduce metal usage in favour of renewable or lower-impact materials.
- Increase recycled content in purchased metals.
- Design products for easy removal and recycling of metal components.

## **2.3 Plastics**

- Limit harmful additives (e.g., stabilisers, plasticisers, flame retardants).
- Design products for easy removal and recycling of plastic parts.
- Increase recycled content in purchased plastics.

## **2.4 Textiles and Leather**

- Limit hazardous substances such as formaldehyde, heavy metals, and azo dyes in manufacturing and processing.

## **2.5 Padding Materials**

- Limit hazardous substances in foam processing and manufacturing.
- Ensure durability to improve product lifecycle.

## **2.6 Surface Coatings**

- Limit hazardous substances in coatings, including heavy metals, certain phthalates, and halogenated flame retardants.
- Restrict gloss levels and ban coatings on certain metals and compounds were harmful.

## **2.7 Glues and Adhesives**

- Limit volatile organic compounds (VOCs) and other hazardous additives.

## **2.8 Packaging**

- Reduce packaging quantity.
- Improve packaging recyclability and separability.
- Increase recycled content in packaging materials.

## **3.0 Targets and Continuous Improvement**

To ensure continuous improvement, AMESA Interiors Pty Ltd has established the following targets for 2025:

- Ensure all relevant suppliers have Forest Stewardship Council® (FSC) certification for wood and wood-based products.
- Ensure 100% of applicable suppliers sign our conflict minerals declaration.

- Ensure 100% of European and Far East suppliers have a third-party ethical audit in place.
- Obtain 100% of recyclability and recycled content specifications from suppliers.

These targets are monitored via monthly KPIs and reported internally and externally where appropriate.

#### 4.0 Responsibilities

The Purchasing Director is responsible for the implementation and ongoing maintenance of this policy, ensuring that:

- Environmental and social impacts of procurement are constantly monitored.
- Issues relevant to sustainable procurement are regularly discussed at the highest level of management.

All employees involved in procurement activities are expected to act in accordance with this policy and will receive appropriate training and education to support these responsibilities.

#### 5.0 Review and Revision

The policy is designed to provide guidance rather than prescriptive instructions, allowing flexibility in how commitments are achieved while maintaining adherence to the principles outlined herein.

This policy is reviewed annually to consider supply chain progress, changes in industry practice, and customer requirements.

*Signed for and on behalf of AMESA Interiors Pty Ltd:*

**Name:** Ricky Levy

**Position:** Director

**Date:** 25/01/2025

**Signature:** RBL

**Name:** Simon Reed

**Position:** Director

**Date:** 25/01/2025

**Signature:** SR