

Burges Salmon Supplier Charter

Burges Salmon's Business Strategy is underpinned by long-held and shared values. The fact that these values are deeply embedded in the firm's culture helps to explain how the firm distinguishes itself and how it has achieved and maintains its position as a provider of top quality, partner-led, legal services throughout the UK and beyond. To remain successful, it is important that suppliers to the firm are aligned with these values and observe the policies which reflect them, so they can contribute to the firm's success.

Our core shared values are: **Quality** in everything we do; **Commitment** to promoting the highest standards and providing staff with opportunities and training to maximise their potential; **Loyalty** to long term relationships with clients and fostering a collegiate ethos; **Ambition** in the pursuit of excellence; and **Fairness** in the way we treat all our staff, clients and the wider community.

We seek to apply these values in our relationships with suppliers and to build trusted relationships with suppliers who understand them and reciprocate. We will ensure that our suppliers (and the extended supply chain) are carefully selected and measured using criteria based upon these values, through transparent programmes of effective supplier assessment and performance management. We will not use suppliers whose values and business practices would adversely impact on our reputation or the culture reflected in these values.

We expect you to:

- Commit to apply corresponding Values within your own organisation.
- Demonstrate a commitment to achieving sustainable and ethical business practices. This will ensure that the products and services delivered to us have regard to issues such as sourcing, energy efficiency, waste reduction, recycling and sustainability.
- Where appropriate, engage with the Burges Salmon Supply Performance Improvement Programme and take a proactive approach to continuous improvement.

In return, we will:

- Deal with you in a professional and courteous manner.
- Work with you to achieve a collaborative, sustainable relationship.
- Where possible, reward positive performance with opportunities for future business.
- Listen to feedback from you on our performance and act upon it where we fail to meet our own standards.

We will:

- Give due consideration to environmental issues in supplier and product selection and supplier performance management.
- Include consideration of the approach by suppliers to Corporate Social Responsibility as a criterion when reviewing tender submissions. We expect our suppliers to show respect for their community, the environment, their people and those affected by the production or sourcing of goods and materials.
- Apply the principles of this charter consistently to all our suppliers.