

## **Purchasing Policy 2022 / 2023**

Who are we!

We are the Quality & Purchasing department of the Bastion Hotel Group. We take care of purchasing, quality assurance and policy making for our 30+ hotels in the Netherlands.

Bastion Hotels strives for a sustainable purchasing policy. As a hotel group, we can purchase in volume and targeted. This strength allows us to stimulate the market to look more for innovation-oriented and sustainable products.

When making choices regarding the purchase of products, we take into account the possible impact on the environment and the surrounding area. We look at each product and service individually. The choice of suppliers and products is largely based on what is best for the environment.

### **Policy**

Part of our CSR policy is to provide a healthier and better working climate and living environment. We strive to purchase products and materials that are certified with an environmental label, which are recyclable and/or energy efficient. We try to limit and separate our waste as much as possible.

We expect our largest suppliers to comply with a recognized sustainability label and/or to have a demonstrably conscious sustainability policy with criteria equivalent to recognized sustainability labels. We prefer suppliers who have a sustainability policy and who supply sustainable goods.

As part of our purchasing policy, we request a return system from our suppliers, whereby reusable packaging and containers/pallets are provided and taken back again. We also prefer to work with a deposit on bottles, crates, roll containers and boxes. We prefer products in bulk packaging and ask suppliers to replace individually packaged and waste-rich products with bulk packaging where possible.

### **Target**

The aim is to map out guidelines for the purchasing of sustainable products and services without compromising Bastion Hotels' performance. When purchasing products, long-term savings are considered as opposed to short-term cost savings. We recognize that waste can be reduced by using reusable products and compostable and recyclable materials.

By purchasing responsible products, we contribute to the creation of a pesticide-free world and by purchasing bulk lots, we aim to reduce the CO2 emissions caused by transport.

To support this initiative, Bastion Hotels will, as an integral part of the purchasing process, ask suppliers to indicate when there is an alternative product on the market that is fair trade or eco-certified. We also ask for smart methods to create fewer transport moments and thus reduce CO2 emissions.

### **Manager Quality & Purchasing**

Bastion Hotels  
J. Ritter

The purchasing targets are reviewed and assessed at least annually. The performance will be evaluated and new objectives will be formulated.

Signed:

Bastion Hotels

Due to privacy, signatures are not shown on the website

## **Purchasing Guidelines**

- Selecting less environmentally harmful and socially responsible F&B products
- Reducing the use of environmentally harmful components.

### **This is done by using as much as possible:**

- Give preference to local suppliers, suppliers who supply durable goods or suppliers with whom a sustainability statement has been signed. By signing the sustainability statement, the supplier indicates that he is committed to corporate responsibility and sustainable cooperation.
- Informing about sustainable building materials during new construction and renovation.
- Ensure less harmful production processes by purchasing less environmentally harmful paper with an environmental label and CO2 neutral.
- Preferably apply energy-saving measures by purchasing energy-efficient lighting, such as LED, PL, TL and energy-saving lamps (as opposed to halogen and incandescent lamps).
- When purchasing new equipment, preference is given to energy-efficient and water-saving equipment.

Less environmentally harmful products or socially responsible products are products with recognized certifications such as:

- EKO, European organic quality mark
- Label rouge
- Fair trade, Max Havelaar
- UTZ, Rainforest Alliance
- MSC (Marine Stewardship Council)
- ASC (Agriculture Stewardship Council)
- USDA Organic,
- Soil Association
- Krav, Organic Guarantee Label
- Bio-Siegel, Demeter
- Ecolabel,
- European Ecolabel
- Biology (AB)
- Agriculture Biologique
- This also includes regional products.

## **Code of Conduct for Bastion Hotels suppliers**

Bastion Hotels stands for independence and equality. We expect an open and honest attitude from our employees, management and suppliers.

This means that Bastion Hotels does not engage with suppliers who are known for bribery and corruption.

For questions, please contact the Quality and Purchasing department