

Supplier Handbook - Summary

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1. Modern Slavery

SNG is committed to preventing modern slavery in its operations and supply chains, adhering to the Modern Slavery Act 2015. Suppliers must ensure their operations are free from modern slavery, be transparent in their supply chains (publishing a statement if turnover exceeds £36 million), conduct supply chain audits, and monitor for modern slavery risks. Suppliers must also comply with pre-qualification standards and SNG's onboarding process. SNG expects a zero-tolerance approach to modern slavery and collaboration in developing solutions. [For more information, please refer to the SNG Modern Slavery statement.](#)

2. Anti-Fraud, Bribery and Corruption

SNG maintains a zero-tolerance approach to fraud, bribery, and corruption, complying with the UK Bribery Act 2010. Suppliers must implement measures to prevent these activities, ensure compliance, and promptly report any incidents. Inducements are prohibited, gifts and hospitality must comply with SNG's policy, and all dealings must be transparent. SNG will actively monitor compliance, and non-compliance may lead to contract termination. For further details, suppliers should review the full Anti-Fraud, Bribery and Corruption Policy; please email procurement@sng.org.uk to request a copy.

3. GDPR and Data Protection

SNG is committed to safeguarding personal data in compliance with UK GDPR and the Data Protection Act 2018. Suppliers must handle personal data responsibly, implement security measures, and report data breaches within 72 hours. Key data protection principles include lawfulness, fairness, transparency, purpose limitation, data minimization, accuracy, storage limitation, integrity, and confidentiality. Suppliers must establish a lawful basis for processing data (e.g., consent, contract, legal obligation, legitimate interests).

They must implement data security measures, manage data breaches, and facilitate individuals' rights (access, rectification, erasure, etc.). Data protection should be integrated into new processes, including DPIAs. Suppliers should be familiar with [SNG's Privacy Policy](#).

4. Health, Safety and Environment (HSE) Standards

It would be preferable if contractors have been accredited by SSIP as this reduces the time required from all parties internally in checking questionnaires and clarifications, as the question set we use is very similar to SSIP.

SNG is committed to high HSE standards and expects suppliers to share this commitment. Suppliers must comply with regulations (HASAWA, CDM, etc), provide safe working conditions, conduct risk and environmental impact assessments, monitor and report incidents, and foster a safety culture.

It is preferred for our Suppliers to adhere to SNG's key procedures and objectives, including RAMS, asbestos compliance, site safety, consideration for vulnerable residents, sustainable procurement, and pollution prevention.

SNG monitors compliance, and suppliers are expected to participate in audits and demonstrate continuous improvement. SNG encourages collaboration in managing HSE risks. For further details, suppliers should review the full Health Safety and Environment Policy, please email procurement@sng.org.uk to request a copy.

5. Equality, Diversity and Inclusion (EDI)

SNG is committed to EDI and expects suppliers to uphold these values. Suppliers must treat everyone fairly, promote diversity, implement inclusive practices, challenge discrimination, comply with the Equality Act 2010, and monitor and report on EDI practices. Suppliers must ensure fair recruitment, provide EDI training, uphold EDI in procurement, and be accountable. For further details, suppliers should review the full Equality, Diversity and Inclusion Policy. Please email procurement@sng.org.uk to request a copy. [Find out more about our approach to EDI](#).

6. Safeguarding

SNG is dedicated to safeguarding. Suppliers must ensure staff are trained to recognise and report safeguarding concerns, follow protocols, and maintain confidentiality. Key principles include taking responsibility, acting immediately (contacting emergency services if needed), and collaborating. Suppliers should foster a culture of prevention. For further details, please [refer to the full Safeguarding policy](#).

7. Financial Conduct and Anti-Money Laundering

SNG is committed to transparent financial practices. Suppliers must conduct transactions transparently, comply with AML laws, implement AML measures, report suspicious activities, and maintain accurate records. Invoices must include purchase order numbers and be submitted electronically (preferred) or by post. For detailed guidance, please email procurement@sng.org.uk to request the full Anti-Money Laundering and Counter Terrorist Financing Policy.

8. Social Value

SNG is dedicated to enhancing community well-being. Suppliers must demonstrate social value, engage in community activities, and report social value outcomes. Key focus areas include employment and skills, community engagement, environmental sustainability, and collaboration. SNG is implementing a Social Value Builder, Social Value Exchange, and levy on smaller contracts. Suppliers should use the HACT Wellbeing Valuation tool and Social Value Matrix. The Social Value Exchange allows suppliers to contribute to community projects. SNG provides support for maximising social value contributions. SNG provides support for maximising social value contributions. You can find more information [on our Sustainability web page](#) or if you have any questions, please email socialvalue@sng.org.uk.