



The Employee Owned Biostatistics CRO

Plus-Project Supplier Diversity Program

By Jackie Wall, Marketing & Sustainability Manager

Plus-Project Supplier Diversity Program

Author: Jackie Wall

Position: Marketing & Sustainability Manager

Version: 1.0

Date: 14 March 2025

Version Control Table

Version	Date of Version	Signed	Reason for Change	Areas Changed
1.0	14 March 2025	 <small>JM Wall (Tue 30, 2025 08:48 GMT+1)</small>	Initial version	N/A

Contents

Introduction.....	4
Purpose	4
Responsibilities	4
Objectives	4
Definitions.....	5
Procurement Process.....	5
Resources	6
Measuring and Reporting	6
Conclusion.....	6

Introduction

The Plus-Project Supplier Diversity Program forms part of Plus-Project's ongoing Sustainability efforts and supports our company values of sharing opportunities and valuing our supply chain.

Purpose

The purpose of this program is to promote opportunities for small and/or diverse businesses to compete for business when the chance arises, whilst maintaining our commitment to excellence in all that we do.

This document sets out the scope of our Supplier Diversity Program including our definition of a diverse supply chain, how we identify businesses and organisations that are in the scope of our Supplier Diversity Program, opportunities to diversify our supply chain, internal and external engagement, and measurement and reporting of the program.

The program is about providing opportunities where appropriate to do so and not necessarily about replacing existing suppliers. As per our Sustainable Procurement Policy (POL-008), performance, quality, value offering and sustainability will remain the primary criteria for evaluating all suppliers/potential suppliers.

Plus-Project recognises that as a service SME with a small number of suppliers and often one supplier per item/service that our impact may be limited.

Responsibilities

Alison Wall, our CEO, leads Inclusion and Diversity initiatives at Plus-Project. COO and Sustainability Sponsor Phil Rowe heads our Supplier Diversity Program. Day-to-day activities are the responsibility of the Sustainability Governance Team, led by the Sustainability Manager. These responsibilities apply across Plus-Project's procurement activities and sites.

Plus-Project's Procurement Team will be responsible for promoting and supporting the Supplier Diversity Program.

Objectives

At Plus-Project our Supplier Diversity Program aims to:

- Clearly define small and diverse suppliers
- Benchmark our current spend on small and diverse suppliers
- Create further opportunities for small and diverse suppliers to have equal access to opportunities when they arise
- Report our spend on small and diverse suppliers when requested by clients
- Encourage participation of small and diverse suppliers in the procurement process
- Simplify contract terms for small and diverse suppliers (where opportunities exist)
- Further consolidate our business reputation and stakeholder relations
- Uphold the high sustainability (ESG) standards that we embrace

Environment

- Using local suppliers where possible to reduce transport and logistical costs

Social

- Contribute to the economic growth of small and diverse suppliers across the regions in which we operate
- Committing to inclusivity for young people in STEM, increasing awareness and access to our industry (e.g. by running career sessions for teachers from under-represented schools)

Governance

- Ensuring fairness and transparency, meeting requirements to promote inclusion and diversity in our working practices, and those in our supply chain

Definitions

Supplier diversity aims to provide the relevant potential suppliers with fair and equal opportunities to compete for business. As Plus-Project operations and suppliers are based mainly in the UK, we have chosen the [Supplierdiversity UK](#) definition as the basis for our Supplier Diversity Program, as diversity profile that best matches our commercial endeavours.

“Micro, small and medium enterprises (broadly those with fewer than 10, fewer than 50 and fewer than 250 employees respectively), social enterprises, 'local' vendors (where 'local' is defined by the scope of the contract) and enterprises that are majority owned and controlled by minority groups including, but not limited to, ethnic minorities, immigrants, women, LGBTQ+ people, armed forces veterans and people with a disability” - Professor Monder Ram OBE.

Geography of our program

- UK operations
- Polish operations
- Armenian operations

Demographic

- UK – most suppliers are based in the UK, so this will be the focus of our Supplier Diversity Program, especially in the early years, as this is where we can have most potential impact
- Armenia – this is a new site, incorporated in July 2024, our local operations and suppliers are small
- Poland – with a team of <10 employees in Poland, our local operations and suppliers are small

Procurement Process

We will assess potential and ongoing suppliers according to our Sustainable Procurement Policy (POL-008), as we aim to uphold the high sustainability (ESG) standards that we embrace at Plus-Project in our supply chain.

Our Inclusion & Diversity (I&D) Policy (POL-013) details our commitment to Inclusion and Diversity, as does our Supplier Code of Conduct and Employee Handbook.

Where opportunities exist, potential small and diverse suppliers will be identified using Plus-Project's Supplier Diversity Program.

Resources

The identification of relevant diverse suppliers is not currently straightforward, and we plan to engage experienced organisations, groups, and networks to develop our knowledge, including:

- [Home - Business Disability Forum](#)
- [MSDUK | The UK's Leading Supplier Diversity Organisation - The UK's Leading Diversity Supplier Organisation | MSDUK](#)
- [Home | Social Enterprise UK](#)
- [About – ESDP \(esdp-org.eu\)](#)
- [Welcome | Greater Manchester Chamber of Commerce \(gmchamber.co.uk\)](#)
- Collaboration with our clients (particularly our large clients who have larger supply chains and resources) and more mature supplier diversity programs
- Trainings, webinars, and other resources provided by reputable organisations in the DE&I field

Measuring and Reporting

We will monitor company progress against the supplier diversity program, KPIs and metrics will be defined, reported, and reviewed in Plus-Project's quarterly and annual management reports. Supplier diversity program related KPIs and metrics are found within Plus-Project's expanded KPI document (held externally from this policy; Plus-Project Key Performance Indicators). Additionally, these KPIs and metrics may be included in our Annual Impact Report, shared publicly on our website. Supplier Diversity Program KPIs and Metrics include: -

- # of small and diverse suppliers
- % small and diverse suppliers
- £ spend with small and diverse suppliers
- % £ spend with small and diverse businesses compared to total spend
 - Plus-Project commits to spending at least 15% of our supplier spend with small and diverse businesses
- # of small and diverse suppliers included in the RFP/RFI stage of tenders offered

Conclusion

We commit to finding ways to engage the wider community and develop opportunities for more small and diverse suppliers to have the opportunity to bid to work with Plus-Project through our Supplier Diversity Program. With only a small number of suppliers, opportunities will be decided by changes in our business, through changing suppliers where it is a business need to do so (not fulfilling current contract terms, change in product or service requirements, increase in business opportunities, engagement with sustainability).







Plus-Project Supplier Diversity Program

Final Audit Report

2025-06-30

Created:	2025-06-27
By:	Philip Rowe (phil.rowe@plus-project.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9FBMboMGY1PDZNy0qgfCq34CMVhuzED2

"Plus-Project Supplier Diversity Program" History

-  Document created by Philip Rowe (phil.rowe@plus-project.co.uk)
2025-06-27 - 10:53:44 AM GMT
-  Document emailed to Jackie Wall (jackie.wall@plus-project.co.uk) for signature
2025-06-27 - 10:53:48 AM GMT
-  Email viewed by Jackie Wall (jackie.wall@plus-project.co.uk)
2025-06-30 - 7:47:53 AM GMT
-  Signer Jackie Wall (jackie.wall@plus-project.co.uk) entered name at signing as JM Wall
2025-06-30 - 7:48:17 AM GMT
-  Document e-signed by JM Wall (jackie.wall@plus-project.co.uk)
Signature Date: 2025-06-30 - 7:48:19 AM GMT - Time Source: server
-  Agreement completed.
2025-06-30 - 7:48:19 AM GMT