Acal BFi

Europe’s leading supplier of specialist technologies

QUALITY INFORMATION PACK

An Introduction to Acal BFi UK Limited

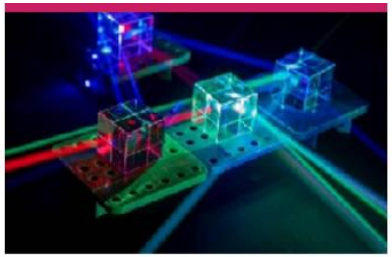
Operating Markets

Technology Solutions

Fibre optics

Wireless & Frequency control

Sensors



Photonics

Imaging

Magnetics

Power supplies

Embedded computing

Electronic test & measurement

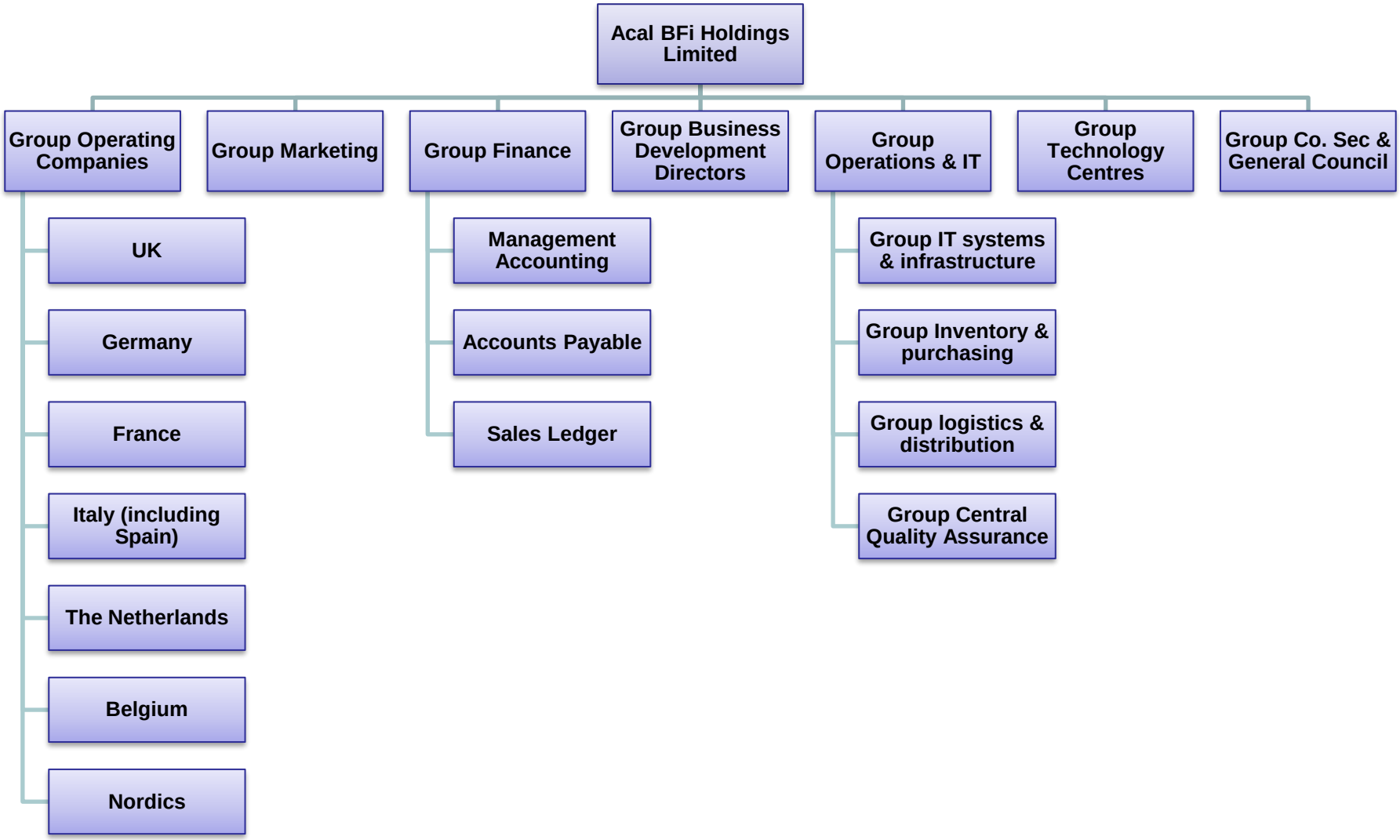
Interconnect

Company - Highlights

Acal BFi UK Ltd – Company History

- August 2013 – Acal Plc completes the acquisition of Young Electronics Group (YEG)
- March 2014 – Completion of integration of Young Electronics Group business into Acal BFi UK
- April 2014 – UK Hub warehouse relocated to Bracknell
- April 2014 – YEG warehouse relocated into UK Hub warehouse in Bracknell
- November 2015 – Milton Keynes office relocated into serviced offices
- January 2017 – ISO 9001:2015 registration gained
- March 2017 – Cyber Essentials Certification gained
- April 2019 – Authorised Economic Operator status (C) gained
- February 2020 – Cyber Essentials Plus Certification gained
- February 2021 – Milton Keynes site closed – currently all Milton Keynes staff working from home
- March 2022 – Acal BFi sold by discoverIE to H2 Equity Partners
- May 2022 – ISO 14001:2015 certification gained
- November 2022 – Wokingham office refurbishment

Structure


Acal BFi Holdings Limited
Group Operating Companies
Group Marketing
Group Finance
Group Business Development Directors
Group Operations & IT
Group Technology Centres
Group Co. Sec & General Council
UK
Germany
France
Italy (including Spain)
The Netherlands
Belgium
Nordics
Management Accounting
Accounts Payable
Sales Ledger
Group IT systems & infrastructure
Group Inventory & purchasing
Group logistics & distribution
Group Central Quality Assurance

Commercial Information

OPERATING COMPANY DETAILS

Acal BFi UK Limited
3 The Business Centre
Molly Millars Lane
Wokingham
Berkshire RG41 2EY
ENGLAND

Telephone No. 0118 978 8878

Email: info@acalbfi.co.uk
Web: www.acalbfi.co.uk

Registration No: 1803787

Standard Industrial Classification : SIC 46180

GROUP COMPANY DETAILS

Acal BFi Holdings Limited
3 The Business Centre
Molly Millars Lane
Wokingham
Berkshire RG41 2EY
ENGLAND

Telephone No. 0118 978 8878

Registration No: 13682601

Standard Industrial Classification : SIC 64209

PREMISES (Acal BFi UK Ltd)

Wokingham 3066sqm	Value Added Services	-	1154 sqm
	General Admin/Sales & Mktg	-	1912 sqm

WAREHOUSING & ASSET MANAGEMENT

Dietzenbach	Warehouse & Logistics Asset Management	-	2600 sqm
Bracknell	Warehouse & Logistics	-	3000 sqm

TOTAL NUMBER OF EMPLOYEES IN UK OPERATING COMPANIES*

To include all locations		**115**
Finance	-	12
HR/Admin	-	1
IT/Web/Marketing	-	8
Purchasing	-	18
Value Added Services / Production	-	10
QA/ QC	-	4
Logistics	-	12
Sales	-	43
Technical	-	7

* Numbers may vary

Organisation and Contacts

ACAL BFi UK LTD CONTACTS FOR QUALITY ISSUES

	PRODUCTS	CONTACTS First point of contact for Enquiries Complaints, Product Returns etc.	QUALITY MANAGEMENT SYSTEM
Strategic Business Unit Products	Semiconductors Communications Sensors Thermal Interconnect Power Frequency Control Magnetics Photonics Imaging Security Electronic Test & Management	Wokingham Office: Tel: 0044 118 978 8878	Group Quality Manager Richard Beavin Tel: 0044 118 902 9655 Email: richard.beavin@acalbfi.com Quality Engineer Gurnaik Dhesi Tel: 0044 118 902 9637 Email: gurnaik.dhesi@acalbfi.com Quality Administrator Lorraine Allen Tel: 0044 118 902 9604 Email: lorraine.allen@acalbfi.com
Embedded Computing	Boards & Systems	Tel: 0044 118 977 6161 embedded@acalbfi.co.uk	
Cabcon	Structured Cabling Power Cords	Tel: 0044 118 912 2980 sales@cabcon.co.uk	

Bank Details

CITIBANK
Canada Square
Canada Wharf
London E14 5LB

BIC/SWIFT : CITIGB2L

Currency	Sort Code	Account No	IBAN No: (if required)
GBP Sterling	18 50 08	14382323	GB53CITI18500814382323
EUR Euro	18 50 08	14390601	GB35CITI18500814390601
USD Dollar	18 50 08	14382536	GB25CITI18500814382536
JPY Yen	18 50 08	14382404	GB97CITI18500814382404

Bank Account Name: Acal BFi UK Limited

Our Terms of trade are **30 days** net

Our VAT registration number is GB 438 1734 43

Dunn & Bradstreet no. 29-476-8155

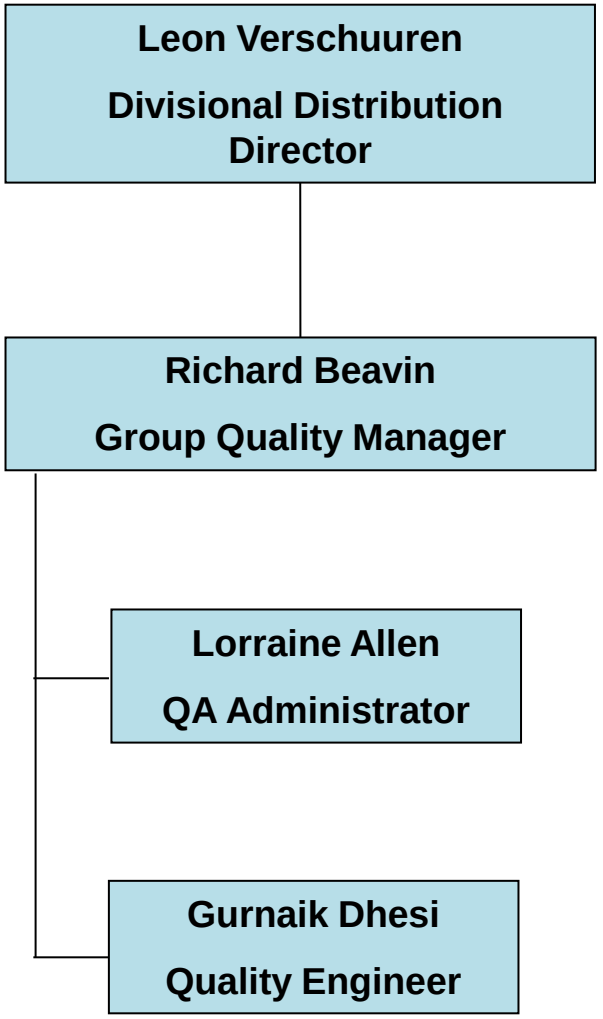
For further information contact: finance@acalbfi.co.uk

Quality and Environmental Team

Main Responsibilities
Quality / Environmental

- Central Quality Management System
- Core processes & procedures
- ISO 9001 and 14001 support and ongoing approval
- UK Internal audits
- Value Add Support
- Customer complaints
- Supplier performance reviews
- Quality performance reports

- CQMS Documentation control and administration
- Supplier quality approvals
- Equipment calibration
- Induction process



Main Responsibilities
Health & Safety / Facilities

- Budgets and approvals
- Resource management
- Health & Safety management (3 locations)
- Risk assessments
- Fire risk management
- WEEE reporting

- Building and equipment maintenance and repair
- Compliance records, approvals and licences
- Work Related Road Safety

Quality Policy and Approvals

Quality Policy

We provide technically demanding, customised electronic and photonic products to industrial manufacturers. Our products come from a range of high-quality international suppliers and our Group's own Design & Manufacturing division. Through our wealth of technology expertise we help customers to solve technical challenges and innovate by creating application specific product designs.

Our management system complies with the requirements of ISO 9001 'Quality Management Systems'.

Quality Embedded

Our quality policy is to:

- provide quality products and services to our customers that fully satisfy their requirements
- promote customer satisfaction by consistently providing products and services that meet or exceed customers' expectations;
- effectively cooperate and collaborate with all stakeholders to achieve the Acal BFi goals and objectives;
- continually improve the effectiveness of both the quality management system and the provision of all our services and products;
- ensure all staff are trained and briefed on all quality documentation so that they can implement the policies and procedures in their work;
- satisfy all applicable, statutory and regulatory requirements.

The Country Directors and their senior management teams are responsible for implementing the Policy.

This will be achieved by:

- establishing, implementing and maintaining a quality management system certified against ISO 9001;
- setting and reviewing measurable quality objectives and ensuring those objectives are met;
- providing the necessary resources to support the full implementation of the Policy;
- reviewing the effectiveness of the quality management system and assessing opportunities for continuous improvement;
- fostering a culture which encourages early identification of problems and the adoption of effective and efficient preventive and corrective actions;
- open communication with employees, suppliers, subcontractors and customers on quality issues encouraging them to participate and contribute to performance improvements;
- giving responsibility to the individual employee for quality of their own work, for adopting the quality objectives and to limit risks in every part of their own activities.

Paul Webster,
Group Chief Executive, Acal BFi *April 2022*

STANDARD APPROVALS
ISO 9001:2015
MIL-DTL-38999

CERTIFICATE NOS.
RS 00402
031977 (control no.)

SUPPLIER APPROVALS
Amphenol: Assembly and Distribution of Military Circular Connectors to MIL-DTL-38999

CUSTOMER APPROVALS
BAe Systems (Aircraft Business Units)
Thales (Air Systems Division)
Rolls Royce
Airbus UK

REGISTRATIONS
Authorised Economic Operator status (C), AEO is an internationally recognised accreditation that indicates a Company's role in the supply chain is secure, reliable and that all customs controls and procedures are efficient and compliant.

UK Authorised Economic Operator
AEOC 00372/18

JOSCAR is an accreditation system for the Aerospace, Defence and Security sectors.

JOSCAR REGISTERED

ISO 9001:2015 Company Certificate

bsi.

Certificate of Registration

QUALITY MANAGEMENT SYSTEM - ISO 9001:2015

This is to certify that:

Acal BFi UK Limited
Molly Millars Lane
Wokingham
RG41 2EY
United Kingdom

Holds Certificate Number: RS 00402

and operates a Quality Management System which complies with the requirements of ISO 9001:2015 for the following scope:

The procurement, marketing, design, assembly and sale of customised and standard electronic and photonics components, systems and services. The provision of a central management function.

For and on behalf of BSI:

Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 1988-07-01
Latest Revision Date: 2023-04-14

Effective Date: 2021-02-17
Expiry Date: 2024-02-16

Page: 1 of 3

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This certificate was issued electronically and remains the property of BSI and is bound by the conditions of contract.
An electronic certificate can be authenticated online.
Printed copies can be validated at www.bsigroup.com/ClientDirectory

Information and Contact: BSI, Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes MK5 8PP. Tel: + 44 345 080 9000
BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.
A Member of the BSI Group of Companies.

Cyber Essentials Plus Certification

CYBER ESSENTIALS PLUS

CERTIFICATE OF ASSURANCE

Acal BFi UK Limited

3 The Business Centre Molly Millars Lane Wokingham RG41 2EY

COMPLIES WITH THE REQUIREMENTS OF THE CYBER ESSENTIALS PLUS SCHEME

NAME OF ASSESSOR : Andrew Smith

CERTIFICATE NUMBER : 073edcff-47a6-44e6-ba94-5c43206fe17b

DATE OF CERTIFICATION : 2023-07-20

PROFILE VERSION : 3.1 (Montpellier)

RECERTIFICATION DUE : 2024-07-20

SCOPE : Whole Organisation

SCAN QR CODE TO VERIFY THE AUTHENTICITY OF THIS CERTIFICATE

CERTIFICATION MARK

CERTIFICATION BODY

CYBER ESSENTIALS PARTNER

The Certificate certifies that the organisation was assessed as meeting the Cyber Essentials Plus implementation profile and thus that, at the time of testing, the organisations ICT defences were assessed as satisfactory against commodity based cyber attack. However, this Certificate does not in any way guarantee that the organisations defences will remain satisfactory against a cyber attack.

Example of Despatch Note with Lot Traceable C of C

DESPATCH NOTE

ACAL BFi UK Limited
3 The Business Centre
Molly Millars Lane
Wokingham
Berkshire RG41 2EY
Tel: +44 (0)118 9788878
Fax: +44 (0)118 9776095

www.acalbfi.co.uk
Email:info-uk@acalbfi.co.uk

cabcon
RS 00402

AEO C/00372/18

WEEE-Reg.Nr. WEE/CC0059TY

DESPATCH NOTE N°	2161465
DATE	16/03/22 PAGE 1 / 1
YOUR REF NO	4505571212
CUSTOMER CONTACT	

DESPATCH NOTE & LOT TRACEABLE CERTIFICATE OF CONFORMITY

DELIVERY ADDRESS

01002091

INVOICE ADDRESS

VAT

OUR ORDER NO	4353575 / SI / 15000
ACCOUNT NO	52402
RELATED PO:	
PERSON TO CONTACT	

DELIVERY INSTRUCTIONS
DOCS ON O/SIDEOF BOX +ASN
CONSOL WEDNESDAY/ ASN REQ

PICK NOTE N2161465

This document is subject to the Acal BFi UK Ltd trading terms and conditions, available at http://www.acalbfi.com/uk/terms-and-conditions-of-sale
Please quote our Document Number on all correspondence.

LINE NO	ITEM CODE	CUSTOMER PART NO	DESCRIPTION	QUANTITY	LOT N° / SERIAL NUMBER
4.000	X1E000021015211	3006676167	27.00MHz TSX-3225 10ppm, 9pf	250	202203040159

Supplier Reference: TEG223013P
Supplier Lot Code: JT33267000
RoHS COMPLIANCE: 2015/863/EU Compliant
HARMONISED TARIFF CODE: 854160 00 00
EU RATING: NLR No Licence Required
US RATING: No US Content

*** SHORTAGES OR DAMAGES MUST BE NOTIFIED, IN WRITING, WITHIN THREE WORKING DAYS AFTER RECEIPT. ***
*** NO RETURNS WILL BE ACCEPTED WITHOUT A PRIOR AGREED RETURNS AUTHORISATION NUMBER FROM YOUR ACAL BFI SALES CONTACT. ***

ALL ITEMS ON THIS DESPATCH NOTE ARE RELEASED UNDER RELEASE LEVEL " A " UNLESS OTHERWISE STATED

RELEASE LEVEL A

HAS A QUALITY MANAGEMENT SYSTEM THAT CONFORMS TO BS EN ISO9001 FULL LOT TRACEABLE APPROVAL NO. RS 00402
Certified that the whole of the supplies detailed hereon conform in all respects to the contract or order and have been subject to the Quality System requirements in accordance with the conditions of our BSI registration to BS EN ISO9001:2015

RELEASE LEVEL B

HAS A QUALITY MANAGEMENT SYSTEM THAT CONFORMS TO BS EN ISO9001 FULL LOT TRACEABLE APPROVAL NO. RS 00402
The supplies detailed hereon have been inspected, tested and unless otherwise stated conform in all respects to the contract or order and have been maintained within a quality system conforming to BS EN ISO 9001:2015 and registered by BSI.

Health & Safety Policy

The Directors for Acal BFi recognises and accepts its responsibility as an employer, to conduct the affairs of the company in such a way that the health & safety of its employees, and those who may be affected by its operations will not, in so far as is reasonably practicable, be put at risk.

As a responsible employer, the Directors are committed to meet the legal requirements of the Health & Safety at Work Act 1974 and relevant legalisation, in so far as is reasonably practicable, by providing and taking action to :

- Appraise Acal BFi Board of Directors of all the health and safety action of the Acal BFi group companies.
- Promote the effectiveness of the policy.
- Define areas of responsibility for health and safety.
- Provide adequate training for all levels of employment.
- Extend the provisions of the policy to those persons attending any site or premises under the control of the company.
- Provide the necessary resources to enable the policy to be effectively carried out, including the provision of competent technical advice on all matters of health and safety.
- Ensure the health, safety and welfare of all employees whilst undertaking their duties and functions.

Environmental Policy

Acal BFi Holdings Limited is the parent company of businesses based in the UK, Germany, Italy, France, Belgium, Sweden, Norway, Finland, Denmark, the Netherlands and Spain (the Group), providing a wide range of technological services and products to these markets.

The Group is committed to protecting the environment by improving resource efficiency, reducing waste and pollution, , and managing the environmental impact of the Group's activities. To achieve these commitments the Group has established the following environmental objectives:

- Compliance with all relevant environmental legislation and regulations;
- Preparing and publishing environmental reports for our stakeholders;
- Reviewing the environmental impact of our activities and following good business practices to manage this;
- Primarily deal with suppliers who are environmentally responsible in their business activities and who are committed to continued improvements for the benefit of the environment;
- Improving resource efficiency and reducing energy consumption and emissions;
- Encouraging the use of recycling wherever possible incorporating the principles "Reduce, Reuse, Recycle";
- Reduce waste and ensure that it is disposed of in a manner that is in accordance with current legislation and does minimal harm to the environment;
- Have measures in place for effective and expedient incident control, investigation and reporting;
- Engage and communicate with employees and other stakeholders on environmental matters to encourage staff participation and awareness in procedures and measures to reduce our overall impact on the environment.
- Maintain our certification to ISO 14001 and ensure our Environmental Management System conforms to applicable standards through rigorous monitoring and review.

This environmental policy represents the Groups published position on environmental issues and the policies and practices we will apply in conducting our business. The Group's Board of Directors has ultimate responsibility for the implementation of this policy and the executive team of each business unit has responsibility for implementing this policy throughout their business unit to ensure compliance with it.

ISO 14001:2015 Company Certificate

bsi.

Certificate of Registration

ENVIRONMENTAL MANAGEMENT SYSTEM - ISO 14001:2015

This is to certify that:

Acal BFi UK Limited
Molly Millars Lane
Wokingham
RG41 2EY
United Kingdom

Holds Certificate Number: EMS 750449

and operates an Environmental Management System which complies with the requirements of ISO 14001:2015 for the following scope:

The procurement, marketing, assembly and sale of customised and standard electronic and photonics components, systems and services. The provision of a central management function.

For and on behalf of BSI:

Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 2022-05-17
Latest Revision Date: 2023-04-14

Effective Date: 2022-05-17
Expiry Date: 2025-05-16

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This certificate was issued electronically and remains the property of BSI and is bound by the conditions of contract.
An electronic certificate can be authenticated online.
Printed copies can be validated at www.bsigroup.com/ClientDirectory

Information and Contact: BSI, Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes MK5 8PP. Tel: + 44 345 080 9000
BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.
A Member of the BSI Group of Companies.

Anti Bribery and GDPR

ANTI BRIBERY

Acal BFi is committed to applying the highest standard of integrity, honesty and fairness in its business activities all over the world. We take a zero-tolerance approach towards bribery and corruption in all its forms by, or of, its employees or any persons or companies acting for it on its behalf. The Directors and senior management are committed to implementing and enforcing effective procedures to prevent, monitor and eliminate bribery and corruption.

GDPR (GENERAL DATA PROTECTION REGULATION)

Acal BFi takes its statutory obligations very seriously and as such we have a dedicated team working hard internally and externally to understand the impact of GDPR requirements across the business.

We are in the process of a detailed analysis across the organisation and are progressing key priority areas to implement, upgrade and review.

Counterfeit Product Prevention Policy

Policy Statement - Acal BFi is committed to acting with integrity, honesty and in an ethical manner in its business activities globally. We conduct all business activities to the highest standard of business practice and in compliance with the rules and regulations applicable to our industry.

About this policy - There is increased evidence that the number of counterfeit electronic components in the market is rising. Counterfeit electronic components are defined as being those that are misrepresented in their origins or quality. Although we are not aware of any specific manufacturers producing counterfeit parts and selling them on, Acal BFi is aware of the potential for this situation and the dangers of counterfeit products appearing in the supply chain.
The purpose of this policy is to define actions to be taken by Acal BFi for the avoidance of counterfeit material in the business supply chain.

Who does this policy apply to - This policy applies to all persons working for Acal BFi Holdings Limited, Acal BFi UK Limited, Acal BFi Central Procurement UK Limited, Acal BFi Netherlands BV, Acal BFi Holdings GmbH, Acal BFi Germany GmbH, Acal BFi Italy Srl, Acal BFi France SAS, Acal BFi Belgium NV/SA and Acal BFi Nordic AB (together the Acal BFi Group) or on our behalf in any capacity, including employees at all levels, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, business partners and casual workers (together referred to as staff).
This policy does not form part of any contract of employment or other contract to provide services, and we may amend it at any time.

Responsibility for this policy - The board of directors (the Board) has overall responsibility for the effective operation of this policy, and for reviewing the effectiveness of actions taken in response to concerns raised under this policy.
The Company Secretary has day-to-day operational responsibility for this policy and you should refer any questions about this policy to them in the first instance. This policy is reviewed at least annually by the Company Secretary and the Board.
Staff are invited to comment on this policy and suggest ways in which it might be improved. Comments, suggestions and queries should be addressed to the Company Secretary who will involve the Board where appropriate.

Counterfeit Prevention - To minimise the risk of counterfeit products being procured the Acal BFi Group undertakes and encourages the following processes:-

- We only use audited and proven suppliers that we represent for direct purchases of raw materials and components sold by the Acal BFi Group. The procurement of products through this authorised channel provides the Acal BFi Group with assured sources of supply.
- Certificate of Conformance from our suppliers provides traceability back to the point of origin.
- Validation of subcontractor's procurement methodology and sources of supply where procurement is outsourced to another entity as part of our Technology Centre's custom product manufacturing and assembly service.
- Suspect parts awareness training is carried out for all key staff in the supply chain. In the event of discovery of counterfeit materials, those materials will be quarantined, and an investigation will be undertaken to discover their source. Where applicable full details of the infringement will be reported to other potential users, customers and the appropriate government trading standards agency for criminal investigation.

Training and Communication - Training on this policy, and on the risk our business faces in its supply chains, forms part of the induction process for all key staff in the supply chain, and regular training will be provided as necessary.
Management at all levels are responsible for ensuring those reporting to them understand and comply with this policy and are given adequate and regular training on it and the impact in supply chains.
Our zero-tolerance approach to counterfeit products in our business and supply chains must be communicated to all suppliers, contractors and business partners at the outset of our business relationship with them and reinforced as appropriate on an ongoing basis.

Breaches of this policy - Any employee who breaches this policy will face disciplinary action, which could result in dismissal for misconduct or gross misconduct.

Statements on Handling & Storage of Electronic Components, RoHS 3 Legislation and Conflict Minerals

HANDLING AND STORAGE OF ELECTRONIC COMPONENTS

Moisture Sensitive Devices - All devices are handled in accordance with IPC/JEDEC J-STD-033

Static Sensitive Devices - There are procedures/infrastructures in place and staff are trained in order to comply with IEC 61340-5 and ANSI/ESD
Vibration and Shock Sensitive Devices - Procedures are in place to ensure there is sufficient packing for adequate protection of these devices during normal transit conditions.

STATEMENT ON RoHS 3 LEGISLATION

The new RoHS Directive 2015/863/EU (RoHS 3) became effective on 31/03/15. RoHS 3 deals with the same hazardous substances and the same maximum concentration limits as the previous Directive. Therefore, all products meeting the substance restrictions of RoHS 1 and 2 remain compliant to the substance restrictions of RoHS 3. The scope of RoHS 3 is expanding to phase in additional phthalates : DEHP, BBP, DBP and DIBP.

As a value added distributor, Acal BFi is committed to complying to all relevant legislation. We are 100% reliant on the manufacturers of the products we sell to provide this information and as such we collect information from our suppliers regarding the status of products supplied to Acal BFi. In some cases we receive a general statement or where a supplier cannot make a statement regarding all of their products we request a certificate of compliance for a specific item.

CONFLICT MINERAL POLICY

Acal BFi is committed to being socially, economically and environmentally responsible and will not knowingly procure components that contain minerals that are directly or indirectly, financing or benefiting armed groups in the Democratic Republic of Congo (DRC) or adjoining countries or any countries which are defined as conflict-affected or high-risk areas as defined by OECD (Organisation for Economic Cooperation).

We fully comply with EU Directive EU 2017/821 which defines due diligence obligations for Union importers of tin, tantalum, tungsten, and gold originating from conflict-affected and high-risk areas. For our supply chain due diligence we use the CMRT template of RMI (Responsible Minerals Initiative) to investigate and obtain this information from our suppliers.

Under EU Directive 2017/821 Acal BFi is defined as a so called downstream company and as such we have to fully rely on the information received from our suppliers.

Details based on Items or Franchises can be provided upon request.

Corporate Social Responsibility

While the management of Acal is primarily accountable to its investors and shareholders, in managing the business it takes into account all stakeholders in Acal **BFi** including employees, customers and suppliers, as well as the local communities and environment in which it operates. In a balanced way, without unnecessarily restricting the optimisation of returns, it endeavours to identify and manage any risks to the value of Acal BFi's business from social, environmental and ethical matters, and to take any opportunities presented by a sensible and considerate approach to such matters to enhance shareholder value.

The Board of Acal BFi has adopted policies in relation to corporate social matters, and day-to-day responsibility for implementation of these policies is delegated to the management of Acal BFi's local operating companies. In implementing these policies, the company endeavours to ensure that the cost of managing risks is proportionate to their significance to Acal BFi and its business partners. More specifically, Acal BFi's policies cover the following :-

General: Management at all levels in the organisation is committed to taking account of its corporate social responsibility in its actions and endeavours to show due respect for human rights and works to high standards of integrity and ethical propriety. As a multinational organisation, Acal BFi takes account of cultural differences between the various territories in which it operates.

Employees: Acal BFi provides equal opportunities to all employees and prospective employees, and does not discriminate on grounds of colour, ethnic origin, gender, age, religion, political or other opinion, disability or sexual orientation.

Clear and fair terms of employment as well as a fair and competitive remuneration policy are put in place. Employees are encouraged to develop their knowledge and skills and to progress their careers to the mutual benefit of themselves and the companies they work for. It is the responsibility of management to ensure that they comply with all local regulations including those relating to the employment of underage staff. Local business units are responsible for developing and implementing effective arrangements for employee communication.

A great deal of importance is attached to the provision of clean, healthy and safe working conditions. In addition to compliance with all local regulations, Acal BFi promotes working practices which protect the health and safety of its employees and other persons who come on to its premises. The company endeavours to protect employees from and does not tolerate any sexual, physical or mental harassment. Health and safety matters are kept under regular review by local management and by the Acal BFi Group management

The Group operates a 'whistle-blowing' policy whereby employees may report in confidence any suspected wrongdoing.

Business Relationships: All Acal BFi company members seek to be honest, fair and competitive in their relationships with all customers and suppliers. Every attempt is made to ensure that products and services are provided to the agreed standards and all reasonable steps are taken to ensure the safety and quality of the goods and services provided. Payment is made to suppliers in accordance with the agreed terms, the relevant goods or services having been satisfactorily delivered. It is Acal BFi's policy that no one in the Group should offer or accept any bribes or other corrupt payments, engage in any anti-competitive practices or knowingly be involved in any fraud or money laundering.

So far as it is able to and taking into account local cultural and regulatory differences, Acal BFi encourages organisations and people with whom it does business to abide by principles of good practice in relation to their corporate social responsibility.

Community and Environment: Each Acal BFi company aims to be sensitive to the local community's cultural, social and economic needs, and seeks to ensure that its activities do not harm the communities as places to work and live in. The company seeks to ensure that its operations do not have a negative impact on the environment. Apart from compliance with all local environmental regulations, Group companies endeavour to promote the effective management of natural resources and encourage energy efficient as well as waste minimisation and recycling where economically viable means of doing so are available. Although the vast majority of products Acal BFi deals with are non-hazardous, where such products are involved it minimises the environmental risks by use of appropriate labelling and technical information in conjunction with proper training and procedures for the handling, storage and disposal of such products. The Group is cognisant of the Restriction of the Restriction of the Use of Hazardous Substances in Electrical and Electronic Equipment Regulations 2004 and the Waste Electrical and Electronic Equipment Regulations, and has implemented procedures to achieve compliance with them.

UK Modern Slavery Act Statement

Group Structure – Acal BFi Holdings Limited (ABHL) is the parent company of a group of businesses that operate in the electronics and photonic products industry. Its registered office is in Wokingham, UK. The group includes the following businesses: Acal BFi Holdings Limited, Acal BFi UK Limited, Acal BFi Central Procurement UK Limited, Acal BFi Netherlands BV, Acal BFi Holdings GmbH, Acal BFi Germany GmbH, Acal BFi Italy Srl, Acal BFi France SAS, Acal BFi Belgium NV/SA and Acal BFi Nordic AB (together the Acal BFi Group). The Group has over 360 employees (based in the UK and Europe).
It continues to be priority of the Acal BFi Group to ensure that we trade ethically, source responsibly and work to prevent modern slavery and human trafficking throughout our business and supply chain. We are committed to improving our practices to combat slavery and human trafficking in our business operations and supply chains. We do not tolerate modern slavery or human trafficking in any part of our business, and we expect the same high standards from our third party suppliers and contractors.

About Acal BFi – The Acal BFi Group provides electronic and photonic products and customised solutions for technically demanding applications in industrial, renewable, communications, medical and aerospace markets. The business works with third party manufacturers and suppliers and has operating facilities in the following jurisdictions: Belgium, Finland, France, Germany, Italy, The Netherlands, Norway, Spain, Sweden and UK. It also has central operational facilities in Germany and the UK, the primary UK central entity being Acal BFi Central Procurement UK Ltd.
In the last year, we have developed further, and refined, our risk management and environmental, social and governance ("ESG") programmes. We will continue to develop and refine these over the coming years to deliver on our commitment by implementing the steps described below.

Supply Chains – The Group's supply chains are diverse, both geographically (Europe, North America and Asia), and in the nature of the suppliers we work with (size and products supplied). Typically, the Acal BFi Group has long and established working relationships with our suppliers, from whom we source electronic and photonic products.
We continue to work on the identification of any potential modern slavery risks in our supply chains and how we might improve our policies and support direct industry action to cause remediation if ever needed. We welcome customer or other stakeholder dialogue toward ensuring the high standards to which we strive.
We are aware that some of the geographical areas in which the company operates present higher modern slavery risks than others. We seek to mitigate this risk by carrying out due diligence as well as putting in place appropriate procedures and processes.
We are committed to ensuring that there is transparency in our own business and to addressing modern slavery issues should they ever arise. We expect the same high standards in our supply chains.
The Acal BFi Group promotes ESG policies and procedures which take into account the interests of the Group's employees, the need to foster responsible business relationships with suppliers, customers and others, the impact of operations on workers, the community and the environment, and the maintenance of high standards of business conduct. These ESG policies are part of the Acal BFi Group framework for ensuring that our businesses operate transparently and with integrity and enable mitigation of risk, including potential modern slavery risks.
Our policies and procedures include the following: anti-bribery and corruption programme; business ethics; whistleblowing; health and safety.

Risk Assessment Processes – We have a zero tolerance to slavery and human trafficking. To ensure all those in our supply chain and contractors comply with our values we have a risk management and due diligence process in place to support the identification, assessment and management of risks associated with both existing and new suppliers.
The Acal BFi Group maintains a risk register, which includes an evaluation of the risks associated with supply chains and labour practices, such as modern slavery risks. As with all policies and procedures, due diligence processes on existing and new suppliers are regularly reviewed to ensure they remain appropriate and fit-for-purpose.

Training – To ensure a high level of understanding of the risks of modern slavery and human trafficking in our supply chains and our business, we expect our employees to fully observe the Acal BFi Group policies and procedures, including those on: modern slavery, anti-bribery and corruption; whistleblowing; health and safety and business ethics.

Our Effectiveness in Eliminating Modern Slavery – We will continue to review our internal processes to ensure that all operations are free from modern slavery, so far as possible, and that we have robust systems in place to identify and manage such issues within our supply chains and businesses.

This statement has been published in accordance with section 54 (1) of the UK Modern Slavery Act 2015 and constitutes the Acal BFi Group's slavery and human trafficking statement for the financial year ended 31 March 2022. It was approved by the board on 21st July 2022.

Management of OHAS and Environmental Issues (1)

OCCUPATIONAL HEALTH & SAFETY

- A Company Handbook is maintained on the Company HR system, IRIS, and is updated as required.
- The Company is not currently certified to OHSAS 18001

H & S Policy

- The H & S Policy Statement of Intent and policy document are published in the Company Handbook.
- Copies are also posted on Company notice boards and website.

H & S Management

- There is a Management group comprising of representatives from various staff areas which meet at appointed intervals to discuss and act upon related issues.
- Monthly reports are produced and passed to the Board of Directors.

First Aid & Accident Recording Procedures

- There is a trained First Aid team and an accident book, located on IRIS.

Fire Precautions and Instructions

- Fire Marshals and identified staff are trained in the use of basic fire fighting equipment. Which is maintained and inspected regularly.
- Fire Risk assessments are carried out periodically.
- Full instructions on fire safety procedures, alarm testing and evacuation processes are located in the health & safety section of the Company Handbook.

Electrical Equipment – Portable Appliance Testing (P.A.T.)

- All mains powered electrical equipment is tested (P.A.T.) by an approved subcontractor to a schedule with records.

Electrical Supplies to Premises

- A Premises Electrical Fixed Wiring Certificate is maintained and electrical work is only carried out by NIC EIC Approved Electrical Contractors.

Manual Handling Risk Assessments

- Manual Handling Risk Assessments and general Risk Assessments are performed periodically and records maintained.
- Appropriate staff are trained in Manual Handling techniques.

Display Screen and Workstation Assessments

- All staff are assessed against a Display Screen and Workstation Questionnaire.

Management of OHAS and Environmental Issues (2)

Office Safety

- Office Safety assessments form part of the annual Risk Assessment programme.

Housekeeping

- The premises are cleaned daily by a sub-contracted organisation who take full responsibility for all COSHH requirements appropriate to their cleaning materials.

Soldering Stations

- Procedures exist for the control and maintenance of soldering stations.

WASTE DISPOSAL

General Office Waste (Domestic)

- Removed from the premises daily by the cleaning contractors and collected by local authorities for disposal under the current domestic waste disposal licensing.

Packaging Waste (Industrial)

- Acal BFi UK Ltd is aware of the Producer Responsibility Obligations (Packaging Waste) Regulations 2005.
- Acal BFi UK Ltd is registered with a packaging waste compliance scheme, registration no. NPWD174682 and reports all packaging used and waste in accordance with the compliance scheme requirements.

Printer Toner Cartridges

- A recycling process exists. Regular collections are made.

Batteries from internal processes/equipment

- Batteries are collected at controlled points and are sent for disposal to registered contractors.

Electrical Equipment (PC's/CRT's/Light tubes etc.)

- All items of electrical equipment which have reached E.O.L. are disposed of through controlled sources using approved contractors.

Electrical/ Electronic Components (Stock)

- All electronic components are separately controlled for recycling through approved contractors.

Paper & Cardboard

- A recycling process exists using an in-house baler and regular collections are made.

Drink Cans & Plastic Bottles

- A recycling process exists. Collection boxes are used around the building and regular collections are made.

Management of OHAS and Environmental Issues (3)

ENERGY CONSUMPTION

- The Company employs consultative effort to monitor and advise on prevailing cost effective utilities.

ENVIRONMENTAL ISSUES

- The Company has attained ISO 14001 certification

RoHS

- Acal BFi UK Ltd is aware of the Directive 2011/65EU and 2015/863/EU - Restrictions on the use of Hazardous Substances in Electronic Equipment (RoHS 3) and has implemented control solutions to support these Directives.

WEEE

- Acal BFi UK Ltd is aware of the Directive 2002/06/EC - The Waste of Electrical and Electronic Equipment Regulations 2006 and has implemented solutions to identify and segregate obligated and non-obligated WEEE (both RoHS compliant and non compliant systems).
- Acal BFi UK Ltd is a subscribing and reporting member of a WEEE compliant scheme - Procedure Registration no. WEE/CC0069TY.

REACH/SVHC

- Acal BFi UK Ltd is aware of the European REACH Regulation No 1907/2006 which came into force on 1st June 2007 and also the ECHA Candidate List.
- A process for obtaining data for products (articles) and recording this to enable reporting to customers is in place.
- Acal BFi UK Ltd is a Gold Subscriber to the REACHReady web site for information on and support of the above initiatives.

Batteries and Accumulators

- Acal BFi UK Ltd is aware of the Directive 2006/66/EC on Batteries and Accumulators and has implemented processes to segregate and control all such waste.

Revision Record

ISSUE / REVISION LEVEL	DATE	DOCUMENT AMENDMENT DETAILS
67	24/07/23	Amendments to Pages : 12 – Cyber Essentials Plus Certificate updated 18 – Counterfeit Product Prevention Policy updated

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