

# POL033 - Supplier Improvement Policy

Revision 1 – J. Bowden – 16/06/2025

## 1. Purpose

This policy establishes a framework for fostering continuous improvement among our suppliers to enhance quality, efficiency, sustainability, and overall performance. The goal is to build long-term partnerships that drive mutual success.

## 2. Scope

This policy applies to all suppliers providing goods and services to Systems Engineering & Assessment Ltd. It covers areas such as product quality, delivery performance, cost efficiency, ethical practices, and sustainability efforts.

## 3. Principles

### Collaboration

We work with suppliers to identify areas for improvement and implement best practices.

### Transparency

Open communication is encouraged to address challenges and share performance expectations.

### Innovation

Suppliers are encouraged to adopt new technologies and methodologies that enhance performance.

### Sustainability

Environmental and social responsibility are key factors in evaluating supplier performance.



## 4. Continuous Improvement Expectations

Suppliers are expected to:

- Regularly measure, assess and improve their processes, quality, and efficiency
- Participate in performance reviews and corrective action programs as necessary
- Engage in training and development initiatives to stay aligned with industry best practices
- Implement sustainable sourcing and production methods
- Maintain compliance with all regulatory and contractual requirements

## 5. Performance Monitoring and Evaluation

Systems Engineering & Assessment Ltd will measure and evaluate supplier performance based on key metrics, including:

- Quality and defect rates
- On-time delivery performance
- Cost competitiveness
- Compliance with ethical and sustainability standards
- Responsiveness to corrective actions and improvement initiatives

## 6. Non-Compliance and Corrective Actions

Suppliers failing to meet expectations may be required to:

- Develop and implement corrective action plans, sometimes in collaboration with Systems Engineering & Assessment
- Participate in remediation programs
- Undergo re-evaluation or audits
- Face possible reduction or termination of business relationships if improvements are not made



To find out more, contact  
our team on [info@sea.co.uk](mailto:info@sea.co.uk)



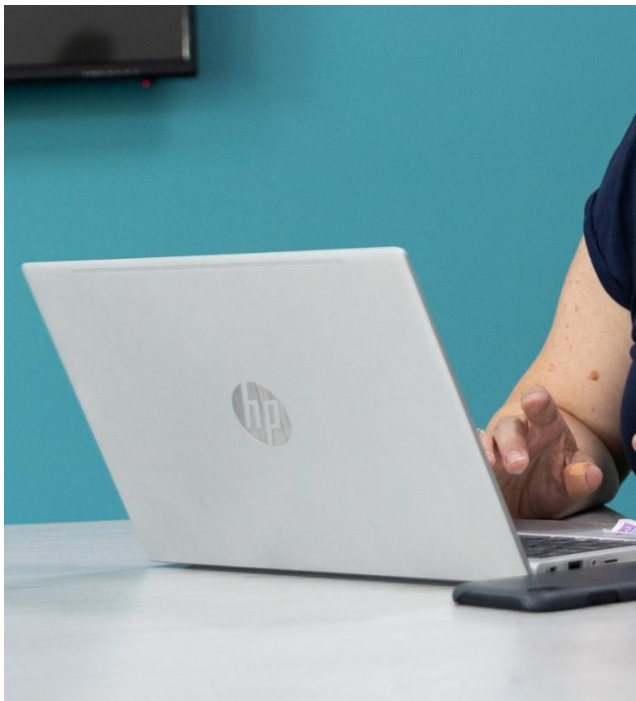
A COHORT PLC COMPANY

## 7. Supplier Development Programs

To support supplier improvement, Systems Engineering & Assessment Ltd may offer:

- Regular training and workshops
- Joint process improvement initiatives
- Performance feedback and benchmarking

When engaged with a supplier on improvement activities, SEA shall manage these activities via a “Continuous Sustainable Improvement Plan” which SEA shall share and review with the supplier regularly.



## 8. Review and Updates

This policy will be reviewed periodically to ensure its continued effectiveness and alignment with Systems Engineering & Assessment Ltd.'s strategic goals.

## 9. Liability

Systems Engineering & Assessment Ltd will not be liable for any damage, harm or costs arising from any advice or support given in support of these or any other improvement activities.

---

### Head Office

Systems Engineering & Assessment Ltd,  
Beckington Castle, 17 Castle Corner, Beckington,  
Frome, Somerset BA11 6TA

[info@sea.co.uk](mailto:info@sea.co.uk)

[www.sea.co.uk](http://www.sea.co.uk)

Prepared by .....Jeff Bowden, Supplier Development Engineer

Reviewed by .....Ben Smith, Supply Chain Manger

Authorised by.....Dave Grealis, Operations Director