HALLMARK PORCELAIN SDN BHD

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SUSTAINABLE PROCUREMENT

Document No	HMP-PUR-SP01
Revision No	R00
Effective Date	01/01/2024
Page	Page 1 of 5

REVISION HISTORY

Page	Revision	Description of Change	Effective Date
All	R00	New Release	01/01/2024

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Date: 01st January 2024

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Date: 01st January 2024

Approved By,

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General Manager
Date: 01st January 2024

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1.0 OBJECTIVE

1.1 To minimize environmental impact and enhance resource efficiency by sourcing products and services from suppliers throughout the supply chain.

2.0 SCOPE

2.1 This procedure is applicable to enhance the purchasing ability towards promoting environmental sustainability, social responsibility, and ethical business practices which significantly impact the organization and the interested party.

3.0 REFERENCES

3.1 NIL

4.0 DEFINITION

4.1 NIL

5.0 RESPONSIBILITY

5.1 General Manager
5.2 Factory Manager
5.3 Head of Department
5.4 Purchasing Assistant
5.5 Human Resource / Admin Assistant
5.6 Interested Parties

6.0 DOCUMENTED INFORMATION

6.1 NIL

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