



## **POLICY STATEMENT ON SUPPLIER DIVERSITY**

RELX places high values on the unique relationships we have with our customers and the diverse communities that we serve. Diversity and inclusion (D&I) is an important responsibility in everything that we do. The RELX Supplier Diversity and Inclusion Program is designed to encourage the development of minority-owned, women-owned, veteran-owned, LGBTQ-owned businesses, as well as, SBA-defined small businesses (“Diverse Suppliers”). We view supplier diversity as a strategic business advantage and a component of our D&I strategy. Our commitment to this mission reinforces our corporate values while visibly demonstrating our support for equal business opportunity.

### **Our Vision:**

To integrate Supplier Diversity and Inclusion in the RELX procurement process and establish and maintain excellent supplier relationships with Diverse Suppliers in the communities we serve.

### **Our Mission:**

To establish and implement a sustainable Supplier Diversity and Inclusion program that creates value by:

- Promoting the sourcing of goods and services from high performing, competitive Diverse Suppliers;
- Monitoring and measuring the Supplier Diversity and Inclusion Program effectiveness; and
- Participating in outreach programs/activities to support Diverse Suppliers.

## Supplier Diversity and Inclusion-Frequently Asked Questions

1. What is a “Diverse Supplier”?

Diverse firms include small, women, minority, veteran, and LGBT-owned firms. Each firm represents a U.S. citizen that has been certified as (a) small or (b) minority, or (c) women, (d) veteran or other diverse owner(s).

2. What qualifies a business as minority owned?

A Minority Business Enterprise (MBE) is a business that is at least 51 percent owned/operated/controlled by one or more persons who are:

- African American
- Hispanic American
- Veteran
- Disabled Veteran
- Service Disabled Veteran
- Asian –Pacific American
- Asian American
- Native American
- LGBTQ

3. What qualifies a business as woman-owned?

Woman Business Enterprise (WBE) is a business that is at least 51 percent owned/operated/controlled by one or more women.

4. What qualifies a “small business”?

A small business concern is eligible for assistance from the SBA (Small Business Association). It is organized for profit, with a place of business located in the United States. It must operate primarily within the United States or make a significant contribution to the U.S. economy through payment of taxes or use of American products, materials or labor. Together with its affiliates, it must meet the numerical size standards as defined in the Small Business Size Regulations 13 CFR 121

5. What is the difference between a Tier I and Tier II supplier?

Tier 1 Suppliers contract directly with RELX to provide goods and services that support business operations. Tier 2 Suppliers are companies or service providers who provide goods or services to the Tier I supplier.

6. Does RELX track Tier II SDI spend?

No, RELX does not track Tier II Supplier Diversity spend.

7. What is the difference between Direct and Indirect SDI spend?

Direct spend are purchases for products and/or services that can be directly attributed to a customer contract. Examples would be subcontractors, materials, etc. that are used specifically

for a given contract. Indirect spend are purchases for products and/or services which CANNOT be identified in support of a specific customer requirement but used to support RELX as a whole (for example, IT services, office supplies, janitorial services).

8. Are you able to provide a supplier report on a regular basis (i.e., monthly or quarterly)?  
Yes, we can provide Indirect spend reporting (it does not include individual supplier information). Although the reporting is available on a quarterly basis...there is a one quarter gap between the end of the quarter and the availability of the report. I.E. Q1 diversity reporting is available at the end of Q2.
9. What percentage of the revenue generated from customer's account goes to diverse suppliers?  
We typically do not share revenue data. These questions must be addressed to your business finance department.
10. Please provide a list containing the names of your diverse suppliers.  
RELX does not share this information.
11. Does RELX have a spend with diverse suppliers commitment?  
No. The criteria used by RELX Global Procurement to select Diverse Suppliers are the same ones that are used to select all suppliers. This includes the ability to offer a product or service that is of high quality, competitively priced, available within the required timelines and that comes with an assurance of excellent customer service.
12. What is "Certification"?  
Certification is a process that validates ownership of a diverse business to ensure against inaccurate reporting of spend data. The widely accepted practice to ensure certification defers to approved 3<sup>rd</sup> party organizations, regulatory agencies of government or national bodies including: The Women's Business Enterprise National Council, The National Minority Supplier Development Council, and/or state, local and federal authorized agencies of government. To achieve certification, diverse businesses must complete a strict and formal documentation and site visit process.
13. What does it mean to be certified as a Small Business?  
Indicates whether the business has been certified by a federal, state or local government agency or organization as having met all of the government standards that award eligibility.
14. What does it mean to be a "Classified" diverse or small business enterprise?  
Suppliers who have registered on our company portal who just have the diversity category selected but don't have an active certificate or have an expired certificate.

15. How can a supplier find out more information about getting certified?

Information is available via the following third-party certifying groups:

- For Minority Certification, National Minority Supplier Development Council (NMSDC) at <http://www.nmsdc.org>
- For Woman Certification, Women's Business Enterprise National Council (WBENC) at <http://www.wbenc.org>
- For Veteran Certification, U.S. Department of Veterans Affairs at [www.vip.vetbiz.gov](http://www.vip.vetbiz.gov)
- For Disabled Veteran Certification, Association for Service Disabled Veterans (ASDV) at <http://www.sba.gov/content/service-disabled-veteran-owned-small-business-concerns-sdvosbc>
- For Small Business Certification, Small Business Administration (SBA) at <http://www.sba.gov>
- For LGBTQ certification, The National LGBT Chamber of Commerce (NGLCC) at <https://nglcc.org/>

Please note these third-party certifying groups are unaffiliated with RELX and the inclusion of their information here is not meant as an endorsement.

16. Does certification ensure that a business owner will be able to do business with RELX?

No. Certification helps companies to be considered for potential business with RELX; however, it does not guarantee they will obtain that business.

17. What criteria does RELX Global Procurement use when selecting a supplier?

The criteria used by RELX Global Procurement to select Diverse Suppliers are the same ones that are used to select all suppliers. This includes the ability to offer a product or service that is of high quality, competitively priced, available within the required timelines and that comes with an assurance of excellent customer service.

18. Is RELX involved with recognized industry trade groups?

Yes. RELX is a national member of the organizations listed below:

- National Minority Supplier Development Council (NMSDC) at <http://www.nmsdc.org>
- Women's Business Enterprise National Council (WBENC) at <http://www.wbenc.org>
- Minority Supplier Diversity UK (MSDUK) at: <https://www.msduk.org.uk>
- WEConnect at <https://weconnectinternational.org/>

19. Who do I contact with questions regarding the RELX Supplier Diversity program?

**Sara Bodison**, Director Supplier Responsibility and Risk, at [s.bodison@relx.com](mailto:s.bodison@relx.com) or call 937-560-3013