

June 21, 2021

Commitment to Prompt Payment to our Supply Chain (U.K.)

At Jacobs we understand the importance of prompt payment to our supply chain and are committed to paying our suppliers within the agreed contractual timescales. The payment terms in our standard subcontracts are 30 days from the date of a valid invoice.

We adhere to the principles of the United Kingdom (U.K.) Government's Fair Payment Charter, and those of the U.K. Prompt Payment Code, with respect to paying suppliers on time, giving clear guidance to suppliers and encouraging best practice. We are committed to signing up to the Code as soon as we have resolved some system and process issues and engaged with our supply chain to improve our position and meet the given requirements.

Our Improvement Actions

A specific project has been set up with the responsibility for measuring and improving payment processes and performance including the following actions:

- New, clearer instructions have been drafted and issued to suppliers explaining the most efficient invoice submission process.
- Ongoing communications within Jacobs on the importance of approving undisputed invoices in a timely manner and further guidance is available if staff are unclear on how to do this.
- IT system related issues stemming from the use of different Procure to Pay (P2P) systems across our business are being addressed and consistent processes and systems will be rolled out across all U.K. legal entities.
- The list of invoices registered in our payment system that have not been approved is monitored and interventions taken to address these as appropriate.

Progress Monitoring

Progress against internal targets is reviewed monthly, with additional actions taken or escalated as appropriate. We are also working to improve and maintain the information provided to our supply chain via our website.



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We remain committed to achieving our prompt payment targets and will continue to monitor and improve our performance until we do.

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