

Sellick Partnership | Supplier Code of Conduct

1. Policy statement

- 1.1 Sellick Partnership aims to meet the highest level of professional and ethical standards. It is important to us that our suppliers, business partners and their supply chains all operate with the same ethos when it comes to best business practices.
- 1.2 This includes any consultants, temporary workers or contractors that are not direct employees of Sellick Partnership.
- 1.3 Our Supplier Code of Conduct aims to set out these standards and establish the overarching principles that we expect within our supply chain.

2. Principles

- 2.1 **Legal:** we expect that all relevant laws and business regulations to be strictly abided by in all jurisdictions of operation. The following international conventions should be supported:
 - * Modern Slavery Act 2015
 - * The European Convention of Human Rights
 - * United Nations Global Compact

Such adherence and compliance is in-line with national law and is absolutely imperative.

- 2.2 **Standards:** business activities should be conducted in an open and transparent manner. We should aim to be as ethical, responsible and trustworthy as possible.

Any conflicts of interest should be avoided or managed appropriately with any necessary disclosures being made.

No gifts or offers of hospitality should ever be made with the intention of influencing business practices. Likewise, any offers that are received should be appropriately reported.

Any transactions that fall under The Bribery Act 2010 should not occur under any circumstances. Consideration should be given to the wider supply, in particular any partners that operate in countries or regions where such practices could be perceived as acceptable.

- 2.3 **Employees:** the human rights of employees should always be protected. Individuals should always be treated fairly and with respect.

We do not tolerate any form of discrimination on the basis of sex, age, race, religion, disability, sexual orientation or gender identity.

An inclusive environment should be provided for all employees at every organisational level.

A physically safe and hygienic environment should be provided for all employees at all times. Any potential threats or hazards should be reduced or mitigated as best as reasonably possible.

Employees should receive a fair wage that reflects industry standards and satisfies any legislation.

Regulations around suitable working hours should be followed.

Employees should be free to end any assignment with reasonable notice.

All employees should have the freedom of association, such as union activity and collective bargaining.

Absolutely no child labour or human trafficking is acceptable at any level of the supply chain.

- 2.4 **Contractors and workers:** we expect contractors and any other workers that are not employed directly by Sellick Partnership to act with integrity, honesty and the appropriate level of professional skill when carrying out their roles.

Often these roles are within the public sector. Here there is a further responsibility to the wider general public to carry out duties in the appropriate manner that would be expected of someone within public office.

- 2.5 **Environmental:** maximum effort should be taken to minimise any activities with a detrimental effect on the environment.

Consideration should be taken on how business activities are impacting both the local environment and the wider environment through the supply chain.

A focus should be placed on improving efficiency and engaging in environmentally sound initiatives wherever possible and feasible.

Any laws or regulations in relation to the environment should be entirely satisfied.

- 2.6 **Social:** we should all strive to have a positive effect on and add value to the communities and spaces in which we operate.

The support of local, national and international charities and causes is key to having a beneficial impact on the people and communities that are affected by the activities of our supply chain.

Wherever possible, we should engage with company stakeholders and proactively try to satisfy their needs wherever possible.

3. **Supplier responsibilities**

- 3.1 We expect all our suppliers to follow the principles, standards and behaviours that have been set out.

- 3.2 Reasonable effort and due diligence should be taken by suppliers to ensure that partners in their own supply chain also follow appropriate principles and practices.

- 3.3 The failure of suppliers to follow these principles or significant absence of such principles within their supply chain may result in our professional relationship being suspended or terminated.