

## Supplier Code of Conduct 2024

At Kindred CSR we are committed to conducting business ethically, responsibly, and sustainably. Our reputation and success is built upon the principles of integrity, respect for human rights, and protection of the environment.

As part of our dedication to these principles, we would like to work with our suppliers to adhere to a common set of ethical and environmentally friendly principles that are set out in the following Supplier Code of Conduct.

### 1. Legal Compliance:

Suppliers must comply with all applicable laws and regulations in the countries where they operate. This includes, but is not limited to, laws concerning human rights and labour practices, environmental protection, health and safety, and ethical business conduct.

### 2. Human Rights and Labour Practices:

a. Modern Slavery, Child, or Forced Labor: Suppliers shall not engage in any form of Modern slavery, forced, compulsory, or child labour. All work must be voluntary and conducted by individuals who meet the legal minimum working age requirements.

b. Working Conditions: Suppliers must ensure that working conditions comply with applicable laws and industry standards. Overtime should be voluntary, and workers must be compensated fairly for any overtime work.

c. Fair Treatment: Suppliers shall treat all workers with dignity and respect. Discrimination based on race, gender, religion, age, disability, sexual orientation, or any other characteristic is strictly prohibited.

d. Trade Unions / Collective Bargaining: Suppliers shall recognize and respect the rights of workers to freely associate and collectively bargain in accordance with standard operating procedures and all applicable laws.

### 3. Environmental Protection

a. Compliance: Suppliers must implement appropriate policies and procedures that comply with all environmental laws, regulations, and standards relevant to their operations.

b. Environmental Impact: Suppliers shall work towards understanding and reducing their Carbon footprint and work towards environmental targets that reduce carbon emissions; resource use; and net biodiversity loss.

c. Sustainable Practices: Suppliers are encouraged to create environmental management systems and measures that adopt sustainable practices, such as energy efficiency, waste reduction, reduction in fossil fuelled travel and transport, and increased use or generation of renewable resources, wherever feasible.

d. Transparency: Suppliers must provide accurate and transparent information regarding their environmental performance and initiatives when requested by [Company Name].

### 4. Ethical Business Conduct

a. Anti Bribery, Corruption, Money Laundering and Fraud: Suppliers must conduct their business with honesty, integrity, and transparency. Bribery, corruption, and unethical financial practices are strictly prohibited.

b. Conflict of Interest: Suppliers shall avoid conflicts of interest and disclose any potential conflicts to [Company Name] if they arise.

c. Confidentiality: Suppliers must respect the confidentiality of information shared with them by [Company Name] and safeguard it against unauthorized disclosure.

d. Fair Competition: Suppliers shall compete fairly in the marketplace and comply with all anti-trust and competition laws.

e. Information and Cyber Security: All suppliers must have in place appropriate information and Cyber Security measures to protect any data you hold on our business related activities or customers.

f. Prompt Payment: All suppliers must pay their invoices within agreed timescales.

g. Whistleblowing

## **5. Social Good Practices**

a. Community Engagement: Suppliers are encouraged to engage with and support the communities in which they operate through philanthropic initiatives, volunteerism, and partnerships with local organizations.

b. Health and Safety: Suppliers must provide a safe and healthy work environment for their employees, contractors, customers, and visitors. This includes implementing appropriate safety protocols, maintenance of equipment and facilities, providing necessary training, and ensuring access to personal protective equipment.

c. Equity, Diversity and Inclusion: Suppliers should promote equity, diversity and inclusion within their workforce and business practices, making reasonable adjustments, and fostering an environment where all individuals are valued and respected.

## **6. Monitoring and review**

a. Responses to our tender, onboarding and annual sustainability assessment questionnaires will be analysed and incorporated into our purchasing decisions, which will be communicated to you at the time.

b. We reserve the right to assess and monitor supplier compliance with this Supplier Code of Conduct through audits, site visits, and other means. Non-compliance may result in corrective action, up to and including termination of the supplier relationship.

## **7. Contractual agreements**

a. By entering into a business relationship with [Company Name], suppliers acknowledge their commitment to upholding the principles outlined in this Supplier Code of Conduct.

b. We withhold the right to amend our supplier contracts through our formal processes, which may include targets for our suppliers to improve on their environmental, social or governance performance.

- c. Contract values may be reduced, or even terminated, if requests for sustainability or ethical information are not provided or there is continued non-compliance to this code of conduct.
- d. Please speak to us if you need further support on improving your environmental and social impact so we can sign post you to relevant training, information or external services.

**8. Working together to achieve more**

- a. To help us to tackle environmental challenges and social inequality, we welcome our suppliers to discuss with us any ideas, services or products that we can collaborate on.
- b. Not only can this strengthen our business opportunities, but it will also support everyone to improve on their environmental and social impact.
- c. If your business circumstances change, please inform us immediately so we can work with you to understand and overcome any challenges you face.

If you have any questions about this Code of Conduct please get in touch with Alison Phillips, Director of Kindred CSR. [alison@kindredcsr.com](mailto:alison@kindredcsr.com) or 07725503479.

---