

## **Greater Manchester West (GMW) Supplier Code of Conduct**

### **Supplier Principles**

GMW procures goods and services on behalf of Trust clients and service users whilst upholding both value for money and ethical values. The Trust are fully aware of the responsibility it bears toward its customers, employees and the communities which it serves. Thus, the Trust has created a strict set of ethical values to guide employees/suppliers in its business dealings.

The Trust expect all suppliers, i.e., all companies who do business with GMW, to adhere to these ethical principles. For this purpose, the Trust has produced a Supplier Code of Conduct, which sets the standards for doing business with GMW. The Trust reserves the rights to carry out due diligence and request documentary evidence of suppliers supply chain auditing processes.

The Trust will endeavour to implement this mandatory code of conduct to all new and existing suppliers through the publication of this statement, making it a fundamental requirement of all future tendering and quotation processes. Through the use of the GMW supplier code of contact the Trust will seek to mitigate the risk involved in procuring goods and services from supply chains which may have been affected by the practices stated below.

The Trust will endeavour to monitor (through KPI'S) the number of purchase orders and tenders created from the 1<sup>st</sup> of April 2016 which are agreed under the GMW supplier code of conduct.

### **Laws and Ethical Standards**

The supplier shall comply with all laws applicable to its business, including, but not limited to, the Human Rights Act 1998 and the Modern Slavery Act 2015. The supplier should support the principles of the United Nations' Global Compact, UN Universal Declaration of Human Rights, as well as the 1998 International Labour Organisation Declaration on Fundamental Principles and Rights at Work.

#### **This especially applies to:**

- **Child Labour**

The supplier employs no children under the age of 15. If national laws or regulations allow children between the ages of 13 and 15 to perform light work, such work is not permitted under any circumstances if it would hinder a minor from the completion of compulsory schooling or training, or if the employment would be harmful to their health or development (*reference: ILO Convention 138(7)*).

- **Modern Slavery**

The supplier shall take steps to ensure that slavery, including forced and compulsory labour, and human trafficking are not present in their business.

- **Compensation and Working Hours**

The supplier shall comply with the national laws and regulations regarding working hours, wages and benefits.

- **Discrimination**

The supplier does not discriminate on the basis of race, religion, disability, age, sexual orientation or gender.

- **Health & Safety**

The Trust expects its suppliers to strive to implement the standards of occupational health and safety at a high level. The supplier complies with applicable occupational health and safety regulations and provides a work environment that is safe and conducive to good health, in order to preserve the health of employees and prevent accidents, injuries and work related illnesses.

- **Business Continuity Planning**

The supplier shall be prepared for any disruptions of its business (e.g. natural disasters, terrorism, software viruses, illness, pandemic, infectious diseases). This preparedness especially includes disaster plans to protect both employees and the environment as far as possible from the effects of possible disasters that arise within the domain of operations.

- **Improper Payments/Bribery**

The supplier shall comply with international anti-bribery standards as stated in the United Nations' Global Compact and local anti-corruption and bribery laws including The Bribery Act 2010. In particular, the supplier may not offer services, gifts or benefits to GMW employees in order to influence the employee's conduct in representing GMW.

- **Environment**

The supplier shall comply with all applicable environmental laws, regulations and standards as well as implement an effective system to identify and eliminate potential hazards to the environment.

- **Business Partner Dialogue**

The supplier shall communicate the principles stated in the Supplier Code of Conduct and detailed above to its subcontractors and other business partners who are involved in supplying the products and services described in the main contract. The supplier shall motivate such parties to adhere to the same standards.

- **Compliance with the Supplier Code of Conduct**

The Trust reserves the right, upon reasonable notice, to check compliance with the requirements of the Supplier Code of Conduct.

GMW encourages its suppliers to implement their own binding guidelines for ethical behaviour.

The Trust encourages its suppliers to adhere to the ethical standards, Human Rights Act, Modern Slavery Act and environmental standards upon which this agreement is based, as part of fulfilling their contractual obligations.

Any breach of the obligations stipulated in this Supplier Code of Conduct is considered a material breach of contract by the supplier.