

## Suppliers Code of Conduct

### Introduction

Cava Security Services Ltd recognises that dealing with a wide range of different suppliers is a complex task, we seek to purchase goods and services which are produced and delivered under conditions that do not abuse or exploit any persons or the environment.

When not adequately managed there is a risk to the safety and security of the public, to the integrity of the supply chain and of worker exploitation. This can manifest itself in an absence of adequate controls regarding SIA licensing, security screening to BS 7858, adherence to Working Time Regulations, PAYE and the paying of minimum wage and checks on right to work and employment status.

This code of practice has been developed to enable companies providing labour (providers) to security companies (contractors) to demonstrate best practice by holding independent certification in the scope of "Provision of labour in the security and events sector", as having been audited against the requirements of this code of practice.

Approval to this code of practice by providers demonstrates supply chain commitment to meeting statutory and legislative requirements and certain relevant Environmental, Social and Governance criteria in the provision of services delivered.

Contractors procuring additional labour to support service delivery may use approval to this code of practice as a procurement requirement for assurance a provider has been audited against the requirements in this code of practice.

This document is to be read in conjunction with:

- British Standard Code of Practice BS 7858
- British Standard code of Practice BS 10800

No company shall hold out or claim that it adheres to this code of practice unless compliance with the same is confirmed by a valid Certificate of Approval issued by ACM-CCAS, NSI or SSAIB.

This policy is to promote good labour and environmental standards of goods and services provided. It is based on the following principles:

- Working conditions are safe.
- Employment is freely chosen.
- Working hours are not excessive.
- Wages meet at least national legal standards.
- Training is provided.
- No discrimination is practised.
- Diversity and good workforce practices are encouraged.
- Child labour is eliminated.
- No inhumane treatment is allowed.

**Our commitment**

Cava Security Services Ltd has a legal and ethical obligation to ensure that our activity and standards place priority on safety and are environmentally sound, efficient, and well managed on behalf of our business, its stakeholders, and Consumers.

We are committed to ensuring that the products and services we use are obtained from sources that respect our safety, health, environment, product quality, social, ethical, and legal standards, and sustainability requirements.

Cava Security Services Ltd will seek to purchase goods and services which:

1. Equality of Treatment: Organisations will seek to eliminate discrimination in access to employment, training and working conditions, on grounds of race, colour, sex, age, religion, political opinion, national extraction, sexual orientation, disability, or social origin and promote equality of opportunity and treatment.
2. Comply with legislation regarding their impact on the environment.
3. Are produced and delivered under conditions that do not involve the intimidation, abuse, or exploitation of other people.
4. Are fair value for the price, quality and volume offered.
5. Meet all legislative, industry and company safety standards. Cava Security Services Ltd will seek alternative suppliers where there is evidence that suppliers have violated our company policy and where there has been no tangible corrective action to re-address the situation.

**Health, Safety, and the Environment**

We are committed to excellence in maintaining standards of Health, Safety and Environmental Management. Our commitment to the Health and Safety of our Employees, Customers and Suppliers are paramount in the effective operation of this policy.

We will carefully consider our business relationships with any organisation that is proven to violate locally applied pollution legislation and will, where appropriate, terminate any such arrangement/Contract.

**Child Labour**

1. There shall be no new recruitment of child labour.
2. Companies shall develop or participate in and contribute to policies and programmes which provide for the transition of any child found to be performing child labour to enable her or him to attend and remain in quality education until no longer a child.

Cheap Labour and Human Rights

**Cava Security Services Ltd aims to trade with organisations who:**

1. Pay their employees' wages and benefits that meet local industry benchmarks and National Minimum Wage requirements.
2. Do not impose excessive working Hours, or poor and unsafe working conditions for their Employees.

3. Do not abuse or intimidate their Employees.
4. No discrimination is practiced, diversity and inclusion within the workforce.
5. No child labour is used, and staff wages paid on time and meet the national minimum wage.

**Ethics**

Cava Security Services Ltd has clear ethical standards and arrangements to promote and encourage compliance:

similar standards are expected of our suppliers. Suppliers should be able to demonstrate the existence of processes and procedures to implement appropriate staff guidelines and codes of conduct.

Suppliers should ensure that management systems and practices are in place to ensure the prevention of:

- Money Laundering.
- Insider Trading.
- Conflicts of Interest.
- Fraud, Bribery and Corruption and other improper Payments or Gifts.
- Unauthorised access to personal and business information

**Signed:****Position:** Compliance Director**Name:** Mal Ullah**Date:** - 29<sup>th</sup> June 2022