

## SUPPLIER CODE OF CONDUCT

This document contains the standards required by Sipara of its suppliers .

- (1) Modern day slavery / human trafficking. Suppliers must comply with all relevant laws e.g., the UK Modern Slavery Act 2015. Suppliers must obtain appropriate documentary evidence of legal entitlement to work and keep records.
- (2) Child labour. Suppliers must ensure that all workers are of the minimum lawful working age, that appropriate documentary evidence of workers' age is obtained and records kept.
- (3) Human Rights. Suppliers must ensure that their workforce are treated with dignity and respect.
- (4) Data Protection. Suppliers must protect the privacy of individuals and the security of confidential information. Suppliers must comply with all aspects of the General Data Protection Regulation in relation to the retention of and processing of data.
- (5) Employment rights. Suppliers must comply with all applicable employment laws, eg., laws relating to unfair dismissal, deductions from pay, equal pay and discrimination. Further, suppliers must pay all workers at a rate equal to or above their applicable National Minimum Wage.
- (6) Health and safety. Suppliers must comply with all health and safety laws and ensure a safe place of work is provided for all workers.
- (7) Environment. Suppliers must comply with all applicable environmental laws.
- (8) Breach of this Code. Sipara reserves the right to terminate any dealings with a supplier who does not adhere to this Code.