

Ethical Code for Suppliers

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INTRODUCTION

Being a competitive and responsible business citizen in the 21st century is about making a positive impact, not only for your shareholders, clients and staff but for all the people that are touched by your organisation.

At ea Consulting Group we aim to act in a way that is responsible. We are committed to use ethical business practices with a strong ethos concerning the rights of the individuals and the ecology of our planet and therefore we have a defined Ethical Code for Suppliers. eacg operates at all times in accordance with the principles of international social standards and we strive to select suppliers who maintain a commitment to strong ethics.

Areas that we believe to be of the most importance in being responsible are:

- use of child or forced labour
- freedom of association and the right of collective bargaining
- safe and hygienic working conditions
- employment practices with regard to wages and working hours
- non-discrimination
- anti-corruption
- sustainability

USE OF CHILD OR FORCED LABOUR

eacg does not engage, or support the use of, child labour and endorses the International Labour Organisation's International Programme on the Elimination of Child Labour (IPEC). This involves the progressive elimination of child labour to be achieved through strengthening the capacity of countries to deal with the problem and promoting a worldwide movement to combat child labour.

eacg also does not engage, or support the use of, forced labour and endorses the International Labour Organisation's International Labour Code which requires the suppression of forced or compulsory labour in all its forms.

eacg expects all suppliers to confirm to both of these criterion.

FREEDOM OF ASSOCIATION AND THE RIGHT OF COLLECTIVE BARGAINING

eacg endorses the International Labour Organisation's Declaration to respect and promote principles and rights in four categories, whether or not they have ratified the relevant Conventions. These categories are: freedom of association and the effective recognition of the right to collective bargaining, the elimination of forced or compulsory labour, the abolition of child labour and the elimination of discrimination in respect of employment and occupation. eacg expects all suppliers to conform to this declaration.

SAFE AND HYGIENIC WORKING CONDITIONS

eacg is committed to ensuring the health, safety and welfare of its employees and visitors to the Company and it will, so far as is reasonably practicable, establish procedures and systems necessary to implement this commitment and to comply with its statutory obligations on health and safety under the Health and Safety at Work Act, 1974.

We expect that our suppliers will have that same commitment and that a nominated individual/group of individual take overall responsibility for health and safety. This should include day-to-day responsibility for overseeing, implementing and monitoring personal and workplace health and safety procedures, conducting regular inspections of the workplaces, maintaining safety records and investigating and reports on accidents at work. Where appropriate this should also involve the regular testing of equipment (PAT) under the Electricity at Work regulations.

EMPLOYMENT PRACTICES WITH REGARD TO WAGES AND WORKING HOURS

Wages

Supplier staff should be supplied with a contract of employment which indicates the rate of pay and the frequency and method of payment. They should be issued with a pay statement indicating how their gross pay has been calculated and the deductions that have been made (tax and national insurance for example). If they encounter any problems with their pay (for example incorrect payment, under payment, overpayment, incorrect deductions) there should be a clear policy of how this is managed.

Working Hours

eacg opt in to the UK working time regulations and we ask our suppliers to monitor their staff hours so that, in the event that their staff regularly work in excess of forty eight hours per week, they are encouraged to bring the matter to the supplier's attention, who should review and consult with them with a view to reducing their hours below this legal maximum.

NON-DISCRIMINATION

eacg fully complies with all legislation, as specified by the Equality Act which has been introduced in order to combat all types of discrimination including direct discrimination, associative discrimination, discrimination by perception and indirect discrimination, harassment, harassment by a third party or victimisation. The Company takes all take all reasonable steps to employ, train and promote employees on the basis of their experience, abilities and skills without regard to race, colour, ethnic origin, nationality, national origin, religion or belief, sex, sexual orientation, gender reassignment, marital and civil partnership, age, disability or pregnancy and maternity, status, and regularly reviews the policy to ensure it is in line with any changes that may occur. eacg expects that all suppliers are able to show that they fully comply.

ANTI-CORRUPTION

eacg is committed to doing business with integrity which means that our employees and directors, or family members of any of the afore mentioned groups, must not be involved in any form of corruption or bribery as part of our endeavour to conduct business in a fair, ethical and legal manner.

In line with all UK anti-bribery legislation, eacg will take severe action with any supplier found to encourage, or to be complicit, in any such activity with our, or any other, company.

SUSTAINABILITY

The company are very keen to take action to manage human activities with a view to preventing, reducing or mitigating harmful effects on nature and natural resources, and ensuring that man-made changes to the environment do not have harmful effects on humans. As such we promote the following practices with our suppliers:

Business Travel

When business travel is a necessity we encourage suppliers to use of public transport and offset all booked travel by donating to Climate Care (www.climatecare.org).

Dealing with other like minded companies

The company appreciates ideas and requests from suppliers and clients as to ways of improving the environment.

Energy Use

We encourage our suppliers to conserve energy by switching off lights in unused rooms, turning off computer and printing equipment at the end of the day and keeping the use of air conditioning use to a minimum.

Printing

We encourage the use a soft (or electronic) copy of documents by suppliers wherever possible.

Recycling of paper and minimising waste

Suppliers should make every effort to use recycling paper bins and minimise waste.

Stationery and supplies

The company would encourage suppliers to be committed to purchasing recycled and/ or non-bleached items where ever possible