



Labour Standard Assurance Policy

1.1.12 ETHICAL SOURCING POLICY

1. INTRODUCTION

Unisurge International Ltd aims to provide its customers with a value for money service and quality products.

Unisurge International Ltd is opposed to any form of less favourable treatment or financial reward offered by any supplier.

Unisurge International Ltd understands the importance of responsible sourcing and promotes fair and safe working conditions. This Ethical Sourcing Policy has been established therefore to ensure that this principle is adopted throughout the business, and no treatment, requirement or condition is imposed without justification which could disadvantage customers.

The commitment, support and action of all managers, supervisors and employees are crucial to the successful implementation of this Policy at all levels.

The policy is discussed as part of the Management Review process to demonstrate commitment to continual improvement.

2. POLICY OBJECTIVES

The key objectives of this Policy are:

- to ensure compliance with applicable Laws and Standards;
- to ensure employment is freely chosen;
- to ensure child labour is not used;
- to promote safe & hygienic working conditions;
- to ensure living wages are paid;
- to ensure working hours comply with any relevant law;
- to ensure there is no discrimination in any form;

- to ensure regular employment is provided;
- to ensure there is no harsh or inhumane treatment;
- to ensure all workers are entitled to employment;
- to ensure there is no bribery or corruption;
- to ensure compliance to all statutory and legal requirements relating to the environmental impacts of their business
- to maintain a Business Continuity Plan;
- to maintain Supplier Dialogue.

3. **POLICY**

Unisurge International Limited has a Supplier Code of Conduct which is provided to all suppliers or potential suppliers.

Principles for Suppliers

Unisurge International limited delivers an end-to-end logistics and supply service to its customers. The company is fully aware of the responsibility it bears towards our customers, employees and the communities in which we work. A strict set of ethical values have been set out to guide us in our business dealings.

All suppliers who do business with Unisurge International limited are expected to adhere to the same ethical principles. A supplier code of conduct has been created which sets out the standards and requirements for doing business with Unisurge.

Laws and Ethical Standards

The suppliers shall comply with all laws applicable to its business. The supplier should support the principles of the United Nations Global Compact, the UN Universal Declaration of Human Rights as well as the 1998 International Labour Organisation Declaration on fundamental principles and rights at work, in accordance with national law and practise.

This especially applies to the following:

1. **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 (ref ILO Convention 138(7)).

2. Forced Labour

The supplier will make no use of forced or compulsory labour.

3. Compensation and working hours

The supplier will comply with their respective national laws and regulations regarding working hours, wages and benefits.

4. Discrimination

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

5. Health and Safety

We expect our 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 prevents accidents, injuries and work-related illnesses.

6. 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.

7. 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 Unisurge International Limited in order to influence the employees conduct representing Unisurge International Limited.

8. 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.

9. Business Partner Dialogue

The supplier shall communicate the principles stated in the supplier code of conduct as detailed to its subcontractors and other business partners who are involved in supplying

products and services to Unisurge International Limited. The supplier shall motivate such parties to adhere to the same standards.

10. Compliance with supplier code of conduct.

Unisurge International limited reserves the right, upon reasonable notice, to check compliance with the requirements of the supplier code of conduct. Unisurge International Limited encourages its suppliers to implement their own binding guidelines for ethical behaviour.

4. RESPONSIBILITIES UNDER THE POLICY

The Regulatory Affairs Manager has overall responsibility for the implementation, review, monitoring and ensuring corrective action is taken to ensure the Policy is adhered to. The work required will be delegated to the relevant Heads of Departments and this will be reported back to the Regulatory Affairs Manager. All suppliers will be requested to provide documented evidence where possible to ensure compliance with this policy. All documentation will be filed in the Quality Department with the supplier questionnaires and other certificates.

5. MONITORING ARRANGEMENTS

Unisurge International Limited accepts that monitoring ethical sourcing within the organisation is an essential step in ensuring that the Policy and procedures are working.

The ethical sourcing policy will form part of the routine Management Review process as documented in SOP 4.1.2.

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CEO, CFO

Date: _____