



Supplier Code of Conduct

Samaritan's Purse (SP) expects suppliers to be ethical and professional in their interactions with SP and conduct their business to the highest standards.

SP has the right and the responsibility to do everything possible to ensure that the ministry's stated purpose and mission continues with the utmost integrity. It continually monitors its work, processes, policies as well as those employed or engaged with the ministry such as suppliers and partners to protect the ministry from any activity that would impede its work.

Code of Conduct

Any supplier engaged in business dealings with SP must agree to conduct business in a manner that complies with the following Code of Conduct.

1. Labor standards – based on UN International Labor Organization (ILO) conventions:
 - a. **Forced or compulsory labor:** Employment must be freely chosen. The supplier acknowledges that there is no forced, bonded, slave, trafficked or involuntary labor occurring within its business. The procurement of a commercial sex act is also prohibited.
 - b. **Child Protection:** Children must be protected and kept safe from harm or mistreatment. The supplier acknowledges that there are no full or part time, forced or compulsory use of child labor.
 - c. **Working conditions are safe:** Employees are entitled to safe working conditions. The supplier acknowledges that safe working conditions have been created for all employee and that they provide reasonable training and protective equipment to all staff. Further, if an unsafe working condition is identified, the Supplier acknowledges that they will investigate and resolve it quickly.
 - d. **No discrimination is practiced:** Any potential or currently employed employee has a right to be evaluated on their merit and without discrimination. Supplier acknowledges that they do not discriminate in hiring and that all employees or potential employees receive equal opportunities and treatment without discrimination on grounds of race, color, sex, political affiliation, age, marital status, or disability.
 - e. **Wages and working hours:** Employees should receive a fair wage for their work and expect reasonable working hours. Supplier acknowledges that employees receive fair wages for work done within a reasonable time and that they meet minimum,



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national legal standards. Working hours for employees must not exceed national legal limits.

- f. **Environmental standards:** Suppliers should have regard for the environmental. Supplier acknowledges that they have evaluated the impact of their business to the environment and is seeking to minimize them.

2. Business Behavior

As a SP supplier or potential supplier you will never be solicited by anyone who has influence at any point in a vetting or procurement selection process. If you are approached by an SP employee soliciting you for any type of unethical behavior in exchange for preferential treatment, immediately report to the contact details posted at the end of this notice. Note: SP employees are required to report any suppliers that solicit them for any unethical or illegal activity! DO NOT solicit SP staff. Supplier acknowledges that they will not engage in unethical or illegal practices and will report any known or suspicious unethical or illegal activity involving SP or its employees.

All SP procurement shall be conducted ethically, legally, include open and free competition, be without personal or organizational conflicts of interest and demonstrate Biblical teachings of good stewardship.

Noted below is a non-exhaustive list of examples and definitions identifying unethical activities which are not tolerated by SP.

Conflict of Interest: A situation in which a person or organization is unable or potentially unable to make an impartial decision or where an unfair competitive advantage is gained. Suppliers are expected to disclose to SP if any staff members have a conflict of interest with their company.

Fraud: Deceit, trickery, breach of confidence or other illegal act used to gain unfair or dishonest advantage.

Unlawful Bribery: Unlawful bribery occurs when one person unlawfully offers, promises, or provides to another person or entity an inducement or reward in order to gain any commercial, contractual, regulatory, or personal advantage.

Gifts and hospitality: SP has a zero tolerance policy on gifts or offers of hospitality. SP staff does not and cannot accept any type of gifts, any offer of hospitality or favors from suppliers or potential suppliers.



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Money Laundering: Occurs when a person or organization in possession of assets obtained from unlawful activities, introduces those assets into the financial system.

Terrorism: Includes any form of terrorist activity, facilitation of terrorist activity, or support of an entity that has, as one of its purposes or activities, the facilitation or carrying out of a terrorist activity. Terrorist activity includes any act of violence committed by a group or individual that is dangerous to human life or potentially destructive of critical infrastructure or key resources.

Company Name: _____

Date: _____

I do hereby accept and agree to abide by the Supplier Code of Conduct. I also agree to engage in ethical and legal business practices and will contact the below address if I see or suspect any unethical or illegal behavior with SP or its employees. Upon receipt of a complaint disclosing a reportable act, a SP investigation team will confidentially investigate the report until a determination is reached.

Email: compliance@samaritan.org;

Call or Text: [1-828-268-5780](tel:1-828-268-5780)

Name: _____

Position: _____

Authorized signature: _____

Company stamp:

LOGS USE ONLY

Received by: _____

Date: _____

Database updated: _____

Supplier ID No: _____