

## Annex 1 – mandatory principles of humanitarian aid procurement

MI is obliged to observe and apply the following Procurement Principles. MI also expects its partners and contractors to note these principles and act in accordance with them during the execution of the contracts signed with MI.

The partner or contractor agrees to the adherence of following principles by signing the contract and annexes.

### 1) Principle of Ethical Procurement

- Avoidance of child labor,
- Respect of basic social rights and working conditions based on international labor standards,
- Avoidance of any connection with a party to a conflict, involvement in the supply or transport of illicit arms and landmines and unethical exploitation of natural resources,

### 2) Principles of Equal Treatment, Non-Discrimination and United Aid

- No discrimination or unjustified differentiation between legal or natural persons, regardless of the origin or the nationality.

### 3) Right of access

- Right of access: the donor has full access to premises and documents referring to procurement procedures, documents, evaluations, award recommendations and contracts (regardless of whether these belong to the MI or to the partner or contractor) and
- MI is obliged to immediately inform the donor of it because aware of any corrupt, fraudulent or coercive practice, the breach of the principles or a situation that is likely to constitute a conflict of interest.

### 4) Principles of Avoiding Conflict of Interest

- Measures have to be taken to prevent any conflict of interest (impartial and objective implementation is compromised for reasons involving on economic interest, political or national affinity, of familiar or emotional ties).

### 5) Principles of Supporting the Local Economy

- Whenever it is possible local human or material resources have to be used. Before it has to be ensure that this will not distort the local market, increase prices or unduly burden the local natural resources or the environment.

### 6) Principle of Due Diligence

- Timely delivery and satisfactory quality of the received supplies, works and services have to be followed up and in case this is not fulfilled appropriate measures have to be taken to mitigate negative consequences of the beneficiaries.