

Vendor Code of Conduct

What our suppliers can expect

Legislative and regulatory compliance is a priority and we expect an equal commitment from our vendors. As a minimum we require our vendors to maintain compliance with relevant laws and regulations and IG's internal standards.

We will deal with vendors with integrity and all procurement activities will be conducted in a fair and transparent manner on a competitive basis. Bribery and corruption and any form of improper or unethical conduct will not be tolerated.

We do not support slavery, forced labour, human trafficking or child labour in any form and will not knowingly work with vendors who engage in these practices. We expect our vendors to fully comply with requirements of applicable slavery, forced labour, human trafficking and child labour laws, including without limitation the UK Modern Slavery Act 2015 and the ILO Minimum Age Convention, 1973 (No. 138).

An IG employee may not be involved in a 'request for proposal' or 'request for quotation' contract negotiation or purchase requisition with a vendor in which the employee either has a personal relationship, including immediate and extended family, financial interest in the vendor, or is in a relationship with an employee of the vendor. IG expect vendors to declare any conflicts of interest that they are aware of prior to entering in to a relationship with IG.

What we ask of our suppliers

Due diligence of a vendor is a collaborative process involving the employee, the vendor management team, the vendor and relevant process partners, its prompt completion and success is based on the active participation and commitment of all.

Pre-contractual due diligence is undertaken on High Business Impact vendors, this includes asking the following compliance and human rights related questions:

- Does your company have a documented Anti-Corruption or Anti-Bribery Policy in place?
- Does your company have a documented Workforce Whistleblowing Policy in place?
- Does your company maintain a documented Code of Conduct?
- Does your company have a program to assure that human trafficking, slavery and child labour do not exist in your operations and supply chain?
- Does your company have processes and controls in place to prevent the engagement or facilitation of tax evasion, whether under UK law or under the law of any country?
- How are staff made aware of each of the policies and programs?
- Is ongoing training provided to staff (at least annually) of the policies?
- Is there an internal audit, risk management or compliance department or other that maintain regulatory compliance oversight?