## CEVaC Ltd Business Ethics Policy



CEVaC Ltd expects and demands that all its employees, and its Directors carry out their business and perform their duties to the highest ethical standards and in compliance with all relevant legal principles. This standard of behaviour and performance is maintained in the company's dealings with employees, customers, suppliers, and all other interested parties.

### **General Principles**

CEVaC Ltd and its employees will at all times demonstrate the highest levels of integrity, truthfulness, and honesty in order to uphold both personal and corporate reputations and to inspire confidence and trust in their respective actions. CEVaC Ltd will conduct its business in a competent, fair, impartial and efficient manner.

### Health and Safety

CEVaC Ltd is committed to providing a safe and healthy working environment for all of its employees both on and off its site. There is a programme of regular health and safety audits and safety training. CEVaC Ltd applies its standards to all visitors to its site.

### Environment

CEVaC Ltd respects the environment and the need to protect it and minimise the impact its operations have on it. It is engaged in a continuous programme of improvement on environmental issues and opens itself to independent third-party verification, inspection, and certification of its progress.

### **Employees**

All employees are treated with dignity and respect with equal employment opportunities given to all, irrespective of their race, religion, gender, sexual orientation, marital status, family status, disability, age, or national origin. Employees are offered a safe and healthy workplace and CEVaC Ltd will not tolerate any form of harassment.

#### Customers

CEVaC Ltd will take care to avoid misleading statements, concealment, and overstatement in all its advertising and public statements. It will seek to build long term partnerships with its customers by being honest and straightforward in its dealings at all times. It will respect the confidentiality of any information that it might obtain in relation to its customers.

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## **Suppliers**

Suppliers will be chosen based on integrity, Health and Safety performance, quality and price. CEVaC Ltd's choice of suppliers will be made objectively. Honesty and openness will be paramount in the company's dealings with its suppliers.

## Competitors

CEVaC Ltd will build its reputation on the basis of its performance alone. It will compete vigorously and lawfully and will not compete unfairly with others. It will not seek to damage the reputation of its competitors either directly or by implication.

## Government, Regulators, and Legislators

CEVaC Ltd will comply with international, national, and local legislation affecting its operations. It will meet its tax obligations. It will not make any financial contributions or offer support to any political party.

## Giving and Receiving Gifts and Entertainment

Employees will neither seek nor accept for themselves or others any gifts, favours, or entertainment without a legitimate purpose from any person or business organisation that does or seeks to do business with CEVaC Ltd. Gifts, favours, and entertainment may be given to others at the expense of CEVaC Ltd as long as these are consistent with customary business practice and are not excessive in value.

### **Bribes and Corrupt Practice**

CEVaC Ltd does not allow the direct or indirect offer, payment, solicitation, or acceptance of bribes in any form. Any employee found to be involved in any kind of corrupt practice is likely to be immediately dismissed and may well have committed a criminal act which could lead to prosecution.

Signature:

Name:

Mr Richard Pratt

Date: \

Position: Chairman and Director