



ETHICAL POLICY STATEMENT

1.0 POLICY STATEMENT

TEPE Group recognises the importance of operating to a set of core values in the way that it carries out its business with its clients, supply chain partners and business partners. These core values seek to establish, protect and increase the trust and confidence of individuals and organisations with whom the company and its sub-contractors interact, thereby enhancing the company’s reputation and its successful business dealings.

Company procedures and the approach to business arising from this policy are to be applied by all our employees in the course of their work activities, as well as across TEPE Group’s suppliers, sub-contractors and business partners.

To achieve these aims the company requires its employees:

- a) to apply high ethical standards in their relationships with clients, suppliers, sub-contractors, competitors and the local community at all times;
- b) to ensure that all advertising, marketing and promotional documentation issued by the company avoids false statements, concealment and exaggeration;
- c) not to give or receive monies or gifts intended as an inducement or a bribe;
- d) to report any offer of monies or gifts immediately to their Line Manager;
- e) to maintain and protect the confidentiality of information provided by all stakeholders as if it were the company’s own information;
- f) to develop good working relationships with all stakeholders based on fair working practices, not making unreasonable demands, and arranging prompt payment as agreed in the terms and conditions of the contractual relationship;
- g) to maintain a fair and neutral business relationship with competitors;
- h) not to discuss confidential information with competitors;
- i) not to malign the competition through misrepresentation, false statements or innuendo;
- j) to respect the local traditions and culture within the country or region in which we are operating;
- k) to comply with all Laws and local regulations within the country or region in which we are operating.

To support these aims the company will endeavor to:

- ensure adequate resources are available to implement the requirements of this policy statement;
- make this policy statement available to the public;
- review and update this policy statement during annual management reviews.

The co-operation and involvement of employees, at all levels is essential for the effective implementation of this policy. This policy should be read in conjunction with our Anti-Corruption and Anti-Bribery and Anti-Slavery and Human Trafficking Policy Statements.

In line with our standard procedures, this policy will be reviewed annually.

Signed: 
Chief Executive

Date: 1 October 2018