

Business Ethics Policy

Version 2: 01-06-2017

Iskus Health believe, that it is important for the organisation and its employees to maintain high ethical standards to preserve the company's reputation in the marketplace.

Good ethics are important to ensure that the Iskus Health meets not only its objectives in a fair and equitable manner but its wider social responsibilities externally. Iskus Health is committed to ensuring high ethical business standards within the workplace and in the workplace of suppliers.

This policy will be closely monitored by the Board of Directors & Senior Management team for development as necessary to ensure that it meets the needs of the organisation, its employees and its stakeholders.

This policy includes a commitment to continual improvement.

1. This policy will be reviewed on an annual basis, taking account of any changes within legislation.
2. Iskus Health will adhere to all relevant employment legislation and requirements within the UK and EEC.
3. All employees are required to adhere to the organisation's policy and procedures on business ethics.
4. Iskus Health has a Code of Conduct which employees are expected to abide by. A copy of the Code of Conduct and other policies relevant to this procedure are available on the organisation's Staff Handbook. Including:-
 - a. Data protection/Access to employee data.
 - b. Whistleblowing.
 - c. Bribery (including the giving and receiving of gifts)
 - d. Confidentiality.
 - e. Relationships with competitors, suppliers, advertisers, etc.
 - f. Equal opportunities, discrimination and harassment.
5. Iskus Health is committed to equal opportunities and diversity within the workplace. It is the organisation's policy to treat all job applicants and employees fairly and equally, regardless of their sex, trans-gender status, pregnancy, maternity leave, age, sexual orientation, religion or belief, marital status, civil partnership status, race, colour, nationality, national origins, ethnic origin or disability.
6. The Board of Directors & Senior Management will make available sufficient resources for the implementation of this policy.

7. Iskus Health will ensure that all its key contractors, sub-contractors and suppliers are aware of this policy.

8. Iskus Health, expect all our suppliers to maintain appropriate ethical standards.

9. Iskus Health will take all reasonable steps to establish the ethics / employment standards of its suppliers in line with the ETI (ethical trading initiative) base code and be compliant with Iskus Health Labour Standards Assurance Policy .

10. Where feasible Iskus Health will source from suppliers who maintain appropriate ethical standards for the area in which they operate.

11. Iskus Health will communicate this policy to all our employees and ensure that they are given appropriate training to raise awareness of ethical issues.

This policy will be made available on request to any interested parties.

OBJECTIVE AND TARGETS

As part of our Business Ethics Policy Iskus Health have set the following objective and targets effective 01-06-2017 for completion by the end this financial year 18 (FY18) on 31-05-2018.

1. To continue to make our existing suppliers aware of our expectations by sharing our policy.
 - **Target:** Send out an updated policy to all existing suppliers by end of FY18.
2. Request our existing and new suppliers to complete the Iskus Health Ethical Trading Questionnaire.
 - **Target:** Continue to collate all completed Ethical Trading Questionnaires by return by the end of FY18.
3. All new / potential suppliers to receive our Business Ethical Policy and Ethical Trading Questionnaire upon starting a business relationship.
 - **Target:** Routinely send policy and questionnaire, starting June 2017
4. Establish where practicable the countries of manufacture for our purchased items.
 - **Target:** Continue to track and establish all countries of manufacture by end of FY18
5. Collect further relevant information relating to our suppliers to establish standards within the countries they operate.
 - **Target:** Ongoing
6. Implement a suitable and auditable Labour Standards Assurance Policy and Management System.
 - **Target:** Fully implement and audited by end of FY18.

These objectives and targets are communicated to all our employees and we ensure that they are given the appropriate training to raise awareness of our ethical objectives and targets throughout the year.

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