

SUPPLIER / SERVICE PROVIDER CODE OF CONDUCT

Catholic Relief Services (CRS) has committed to the principles of responsible sourcing, as inspired by the [United Nations Global Compact Initiative](#), the [United Nations Guiding Principles and Human Rights](#), the [International Labour Organization's Declaration on Fundamental Principles and Rights at Work](#), [ETI Base Code](#), and applicable [CRS' Policies, Procedures and Standards](#). We require our suppliers, service providers, vendors, and consultants (which are referred to as "Suppliers" in this code) to fully follow and adhere to the applicable contractual obligations that include CRS terms and conditions, local and relevant/otherwise applicable laws, and internationally recognized environmental, social, and corporate governance standards. We also require our suppliers to implement these standards with their suppliers and subcontractors.

Suppliers must:

a. ENVIRONMENT

- Follow all applicable environmental, health, and safety regulations.
- Promote the safe and environmentally sound development, manufacturing, transport, use, and disposal of their products.
- Ensure, by using proper management policies and procedures, that product quality and safety meet the applicable requirements.
- Protect the life and health of its employees, the communities in which they work, and the public at large against hazards inherent in their processes and products.
- Use resources efficiently, apply energy-efficient and environmentally friendly technologies, and reduce waste, as well as emissions to air, water, and soil.

b. SOCIAL

- Prohibit all forms of harassment, sexual harassment, [exploitation and abuse](#), including sexual exploitation and abuse, and [trafficking in persons](#).¹ All sexual activity with a child, defined as person under the age of 18 years, is considered sexual abuse regardless of local age of consent.
- Have mechanisms in place to actively prevent, address, and respond to harassment, sexual harassment, exploitation and abuse, including sexual exploitation and abuse, and trafficking in persons.
- Support the protection of internationally proclaimed human rights and prohibit forced, bonded, and involuntary labor and child labor.
- In alignment with International Labor Organization (ILO) standards on child employment:
 - Children under age 13 may not be employed for any type of work. [Or age 12 if specified by national law.]
 - Children under the compulsory schooling age, and no younger than 13, may be employed for "light work", i.e. casual tasks appropriate for their age and physical and mental/emotional development, following limits to working hours and required minimum wage as prescribed by national law, and provided that the work is not physically dangerous/hazardous, it does not interfere with their health and development, schooling, or moral development
 - Children 15 or older may be employed in "regular work", provided that the work is not physically dangerous/hazardous, it does not interfere with their health and development, schooling, or moral development, and the work follows limits to working hours and required minimum wage as prescribed by national law, and all local and national labor laws. [Or age 14 if specified by national law.]
 - No child under 18 years may be employed for work that is likely to jeopardize the health, safety, or morals of young people.
- Treat employees with dignity and respect and supply a workplace that is safe and hygienic,

¹Refer to CRS' [Policy on Safeguarding](#) for further details on prohibited exploitative conduct, including procurement of commercial sex, employment practices, and relationships with program participants and community members that are exploitative or abusive.

complies with national laws, and is free from discrimination based on race, gender, age, religion, sexuality, culture, or disability.

- Provide accessible and confidential reporting mechanisms for employees and other stakeholders to report concerns or suspicions of any forms of discrimination, harassment, abuse, and exploitation described above and potentially unlawful practices by management or employees.
- Commit to protecting reporters or whistleblowers from retaliation.
- Uphold the freedom of association and the right to collective bargaining as set out within applicable laws.
- Ensure wages and working hours meet national legal standards.
- Where required, and as described under CRS' [Partner Safeguarding Policy & Procedure](#), commit to ensuring mitigation measures are put in place to support the safety of programming.

c. GOVERNANCE

- Abide by all applicable national and international trade laws and regulations including but not limited to antitrust, trade controls, and sanction regimes.
- Consider business integrity as the basis of business relationships.
- Prohibit all types of bribery, corruption, money laundering, and terrorism financing.
- Forbid gifts to private or public officials that aim to influence business decisions or otherwise encourage them to act contrary to their obligations.
- Respect the privacy and confidential information of all their employees and business partners as well as protect data and intellectual property from misuse.
- Have data protection and managements standards in place that address data collection, safeguarding, sanitation, and disposal. As part of this requirement, suppliers agree to follow the data provision terms and conditions as set forth in [CRS' Responsible Data Values and Principles](#).
- Implement policies and procedures that facilitate compliance with applicable laws, regulations, and standards.

Because CRS is a recipient of numerous grants or contracts provided by governmental, public, and private donors, all suppliers are hereby notified that additional donor-specific compliance measures are included in the legal instrument through which goods or services are procured.

CRS reserves the right to conduct due diligence audits or assessments to ensure your compliance and will take reasonable steps to investigate or otherwise take appropriate action to address concerns. CRS reserves the right to terminate any relationship for non-adherence to the above-mentioned requirements.

Concerns or suspicions of any forms of harassment, abuse, exploitation, and illegal or improper conduct must be reported through the channels described at www.crs.org/hotline.

Ensuring the principles of sustainable development in our supply chain is important to CRS, and that is why we require suppliers to fulfill the requirements in this Code of Conduct. In accepting business from CRS in the form of a purchase order, contract, or agreement, you are implicitly accepting your organization's obligations in this document.