



Ethical Code of Conduct Policy Statement

Aim and scope of this policy

Village's Ethical Trade Policy sets out the standards of fair business practices, corporate ethics, and corporate governance required from our supply chains.

Scope

This document and its contents applies to all business units within Village Hotel Club including all employees, sub-contractors, agency staff and any other individuals or organisations deemed to be part of the business operation.

Policy

Village is committed to procuring goods and services in an ethically and environmentally sensitive way with proper regard to its commercial obligations, ensuring that suppliers deliver to timetables, quality and cost.

Procurement is undertaken in a manner that encourages competition, offers fair and objective evaluation for offers from all potential suppliers.

Principles

Village will conduct business in accordance with the following principles:

1. Completion of a business case to evidence the need to purchase.
2. Procurement practices will be transparent, auditable and fair.
3. Research is conducted to ensure a clear understanding of the risks associated with the purchase of goods and services, procurement decisions will include contingency and risk mitigation strategies.
4. Tendering (if appropriate) is based on both quality and cost, and is evaluated in a fair, objective and structured manner that actively encourages competition.
5. We encourage all stakeholders to participate in the procurement process.
6. Company employees responsible for procurement will adhere to the Bribery Act 2010. The Company and individuals adhere to the Chartered Institute Purchasing and Supply professional code of conduct.
7. We will adhere to the commitments made in our Modern Slavery Statement.
8. The procurement process demonstrates that the approach taken to competition is rigorous, balanced and driven by service needs and market intelligence.
9. Village reserves the right to withdraw from any agreement or other arrangement with any supplier or partner who is found to have acted in contravention of the spirit or principles of this policy.
10. Suppliers can demonstrate their ability to deliver continuous improvement and cost savings throughout the life of the contract.