



Supplier Code of Conduct

Minimum ethical, legal, safety, security and environmental expectations for suppliers and freelancers.

Document reference	BC-POL-013
Version	2.0
Status	Approved for publication
Approval date	08 August 2026
Next review	08 August 2027

Legal entity: Becks & Clates Ltd | Company number: 15821561
Registered office: 320 Firecrest Court, Centre Park, Warrington, WA1 1RG
Approved by: Director, Becks & Clates Ltd

Document control

Document title	Supplier Code of Conduct
Reference	BC-POL-013
Owner	Director
Approved by	Director, Becks & Clates Ltd
Version	2.0
Effective date	08 August 2026
Review cycle	At least annually and following material legal, operational or organisational change

Document status: public. Printed copies are uncontrolled. The version published by Becks & Clates is the current controlled version.

Contents

1. Purpose and application
2. Legal and ethical conduct
3. People, labour and human rights
4. Health and safety
5. Environment
6. Data, cyber and intellectual property
7. Subcontracting and conflicts
8. Assurance and breaches
9. Acceptance and review

Purpose and application

Becks & Clates relies on freelancers, production partners, technology providers and other suppliers. This Code sets proportionate minimum expectations for parties supplying goods or services to us.

The Code applies according to the nature and risk of the relationship. Contract-specific requirements may be stricter and will take precedence where agreed.

Legal and ethical conduct

- Comply with applicable law and contractual requirements.
- Do not engage in bribery, corruption, fraud, collusion, tax evasion facilitation or other dishonest conduct.
- Disclose material conflicts of interest.
- Maintain accurate invoices and records and do not submit knowingly false expenses or time claims.
- Protect confidential and proprietary information.

People, labour and human rights

- No forced labour, slavery, trafficking, coercion or unlawful child labour.
- Work must be voluntary and lawful.
- No unlawful discrimination, harassment, bullying or retaliation.
- Comply with applicable wage, working-time, right-to-work and employment obligations.
- Treat workers, contributors, clients and the public with dignity and respect.

Health and safety

- Provide competent people and suitable equipment.
- Comply with Becks & Clates and client site rules, RAMS, inductions and permit requirements relevant to the work.
- Report hazards, incidents and near misses promptly.
- Do not work while impaired by alcohol, illegal drugs or any condition that makes the work unsafe.
- Exercise stop-work authority where serious and imminent danger exists.

Environment

- Comply with environmental law and client site controls.
- Avoid unnecessary waste, pollution and inefficient travel.
- Manage batteries, electronic waste, chemicals or other controlled waste responsibly where relevant.
- Provide environmental or carbon information honestly when requested and do not make unsupported sustainability claims.

Data, cyber and intellectual property

- Use client and Becks & Clates data only for authorised work.
- Apply reasonable access controls, device security and secure transfer/storage methods.
- Report suspected data loss, cyber compromise or accidental disclosure immediately.
- Respect copyright, licences, releases, confidential information and agreed ownership rights.
- Return or delete data and assets when instructed and legally appropriate.

Subcontracting and conflicts

- Do not subcontract material work contrary to agreed client or Becks & Clates requirements.
- Ensure subcontractors meet equivalent relevant standards.
- Disclose relationships or incentives that could improperly influence supplier, casting or purchasing decisions.

Assurance and breaches

Becks & Clates may request reasonable evidence of compliance where the risk or client contract justifies it. Evidence may include insurance, qualifications, licences, policies, references, security information or declarations.

- Suppliers should report material breaches or suspected violations promptly.
- We prefer proportionate corrective action where issues can be responsibly remedied.
- Serious, deliberate or unremedied breaches may result in suspension, removal from a project or termination of the relationship.

Acceptance and review

Acceptance of a purchase order, subcontract or other supplier engagement may incorporate this Code where referenced. The Code is reviewed annually and may be updated to reflect law, client requirements and operational risk.