

# *Supplier* **CODE OF CONDUCT**



**NAPIER**  
CITY COUNCIL  
*Te Kaunihera o Ahuriri*

# Napier City Council's Supplier Code of Conduct

## Statement of Council expectations

The Council is committed to sustainable procurement that delivers for our communities and ratepayers. This Supplier Code of Conduct outlines the expectations we have of our suppliers. Suppliers must make their subcontractors aware of this code.

## Ethical behaviour

The Council expects its suppliers to:

- manage their activities and affairs, and conduct themselves, with integrity in accordance with applicable laws, regulations and ethical standards
- not engage in any form of corruption
- be transparent about their ethical policies and practices
- undertake to communicate professionally and not post objectionable or derogatory comments about the Council or Council staff on public media (newspapers, websites or social networking sites).

## Labour and human rights

The Council expects its suppliers to:

- adhere to international human rights standards in their workplace and monitor and address these standards within their supply chain
- comply with New Zealand employment standards and maintain a workplace that is free from unlawful discrimination.

## Health, safety and security

The Council expects its suppliers to:

- comply with workplace health and safety laws and regulations and maintain healthy and safe work environments
- comply with any security requirements notified to them by the Council
- adequately protect any information, assets, tools and materials provided by the Council and return these promptly when requested.

## Environmental sustainability

The Council encourages suppliers to establish environmentally responsible business practices and proactively improve their environmental performance. The Council expects its suppliers to:

- conduct their business in accordance with applicable laws, regulations and standards regarding the mitigation of impacts on, and protection of, the environment
- work to improve their environmental sustainability and reduce their environmental impacts.

## Corporate social responsibility

The Council encourages its suppliers to be good corporate citizens and contribute positively to their communities. Some positive things suppliers could do are:

- pay their subcontractors promptly
- consider including local, Māori, and Pasifika businesses to deliver the contract.