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|  | SA8000:2014 Anti-Bribery Policy |

Organisations seeking SA8000:2014 certification shall agree to support the Certification Body’s anti-bribery policy. A signed letter and adherence to this policy shall support the efforts of SA8000 auditors in undertaking impartial assessment of conformance during the SA8000 certification audit.

Dear Client Company’s Management,

Enter CB Name provides third-party independent SA8000 certification services which are recorded and reported to our Impartiality Committee, Certification Committee, SAAS and others, as applicable, as per our contractual agreement. We request your cooperation to enable us to do our job in a professional manner. In return, we commit to treating you and your staff with respect, objectivity and fairness during and after each audit.

Enter CB Name has implemented a strict ‘**Code of Ethics’** for our auditors which prohibit the acceptance of gifts, payment, or benefit of any kind. This letter is presented to all our clients to explain the expectations we have for our own auditors as well as your staff during our visit. We kindly ask that you read this letter as presented to you at our audit opening meeting and then sign it as your commitment to act accordingly:

1. **Bribe requests:** Never under any circumstances give in to demands or requests for benefits or payments from Enter CB Name Auditors. If a Enter CB Name Auditor requests or solicits for any direct or indirect benefit or payment, we expect you to contact us immediately.
2. **Bribe offers:** Never, under any circumstances offer a payment, bribe, gift or benefit to any Enter CB Name Auditor. Any benefit given or offered to a Enter CB Name Auditor will be considered as a corrupt practice and will be reported to SAAS within 24 hours.
3. **Undue pressure:** Do not put any pressure on our employees to execute their work in a subjective way or to amend their findings. Furthermore, do not directly seek out our Enter CB Name Auditors outside of the audit time period, for example, at their homes, hotel for any reason.
4. **Work environment:** Please create an environment where auditors can work freely and constructively in a way that allows them to do their job properly, timely, and in such a way that SA8000 audit expectations can be met.
5. **Lunch:** Enter CB Name Auditors may not take lunch at an outdoor restaurant with client company management.
6. **Rides:** Enter CB Name Auditors may not accept rides to the client company location. Enter CB Name Auditors may only accept rides under unique circumstances where alternative transportation is not available and with approval from their supervisor.

**REPORTING OF UNETHICAL PRACTICES**

If you attempt to bribe our Auditors we will: a) report the details of such to SAAS and b) place your company on our internal “not to be audited” list and sever all relationships with your company. If you’re in doubt about the professionalism or conduct of any Enter CB Name employee or representative, please either:

1. Contact Enter CB Name immediately and we will objectively investigate your complaint.
2. Report the issue to SAAS at: **Social Accountability Accreditation Services**, 15 West 44th Street, 6th Floor New York, NY 10036; Tel: +1 (212) 391-2106 fax: +1 (212) 684-1515 email: saas@saasaccreditation.org

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| **SIGNED AS UNDERSTOOD BY BOTH PARTIES BY:** | | | |
| **Client Company Manager Name:** |  | Enter CB Name **Lead Auditor Name:** |  |
| **Signature** |  | **Signature:** |  |
| **Date** |  | **Date:** |  |