

bennett hay

GROWING TOGETHER

Supplier Code of Conduct

June 2025



Introduction

At Bennett Hay, we deliver exceptional workplace hospitality through bespoke catering and guest services. The products and ingredients our suppliers provide are essential to our ability to deliver safe, high-quality, and sustainable experiences.

We build partnerships with suppliers who share our values:

People First – We treat people with dignity, respect, and care.

Personal – We take pride in tailored service, thoughtful interactions, and long-term relationships.

Adventurous – We embrace innovation and challenge ourselves to find better ways of doing things.

This Supplier Code of Conduct outlines the standards we expect from our suppliers of food, beverages, consumables, packaging, and other goods. These expectations apply to both direct suppliers and their upstream supply chains.



1. Product Quality, Safety and Compliance

Suppliers must:

- Ensure that all products meet applicable **UK laws and industry standards**, including food safety, hygiene, labelling, and allergen regulations.
- Have appropriate **certifications**, such as SALSA, BRCGS, or equivalent, where relevant.
- Maintain robust **traceability systems** across the supply chain.
- Promptly notify Bennett Hay of any **product recalls, substitutions, or supply disruptions**.
- Provide **clear specifications, shelf-life information, and storage guidance** for all goods supplied.
- Avoid the supply of any product that may compromise **food safety, brand integrity, or guest trust**.

2. Environmental Responsibility

Suppliers are expected to:

- Comply with all applicable **environmental legislation and guidance** in the UK and abroad.
- Minimise their environmental footprint, including through **efficient logistics, low-impact packaging, and sustainable sourcing practices**.
- Avoid unnecessary or non-recyclable packaging and provide information on **waste segregation and recyclability**.
- Monitor and seek to reduce **carbon emissions** related to production, processing, and transport.
- Support Bennett Hay's commitment to **Net Zero by 2050**, including collaboration on measuring and reducing **Scope 3 emissions**.
- Offer products that align with **sustainable development goals**, such as organic, local, seasonal, Fairtrade, Rainforest Alliance, or RSPO-certified items where appropriate.



3. Ethical Sourcing and Human Rights

Suppliers must:

- Respect the rights of workers throughout their supply chain, including growers, pickers, packers, and factory staff.
- Comply with the **Modern Slavery Act 2015** and take all reasonable steps to prevent forced labour, bonded labour, or human trafficking.
- Ensure that workers are free to **leave employment voluntarily**, without coercion or confiscation of personal documents.
- Avoid the use of **child labour**, in accordance with UK law and the **ILO Minimum Age Convention**.
- Promote **fair treatment, inclusion, and non-discrimination** in the workplace.
- Provide evidence of **ethical trading standards** on request, including audit results or supplier declarations.

4. Animal Welfare

Suppliers providing animal-derived products must:

- Ensure compliance with **UK animal welfare legislation** and best practices.
- Prioritise suppliers who meet or exceed industry welfare standards, such as **Red Tractor, RSPCA Assured, or Soil Association certification**.
- Avoid sourcing from systems **involving intensive confinement or inhumane treatment**.
- Support a transition to more sustainable and ethical farming practices, where feasible.

5. Transparency and Labelling

Suppliers must:

- Ensure that all goods supplied are **honestly and accurately labelled**, including origin, ingredients, allergens, nutritional information, and relevant claims (e.g., “organic”, “free-range”).
- Avoid **misleading marketing or greenwashing**. Claims such as “sustainable”, “compostable” or “carbon neutral” must be evidence-based and verifiable.
- Clearly communicate any changes in **specifications, ingredients, or product sourcing** in advance.

6. Fair Labour Practices

Suppliers must:

- Ensure all workers receive at least the **legal minimum wage** in their country of employment.
- Provide **safe working conditions**, adequate rest periods, and freedom from discrimination or harassment.
- Recognise workers’ rights to **freedom of association** and collective bargaining, without fear of retaliation.
- Ensure that employment is freely chosen and not dependent on **payment of recruitment fees** or surrendering of ID.



7. Business Integrity

Suppliers must:

- Operate with honesty and integrity in all business dealings.
- Avoid all forms of **bribery, corruption, and anti-competitive behaviour.**
- Declare any actual or potential **conflicts of interest** involving Bennett Hay.
- Maintain proper records and be prepared to **demonstrate compliance** with this Code when requested.
- Pay subcontractors and producers in a timely, fair and responsible manner.

8. Social Value and Community Impact

Where possible, we encourage suppliers to:

- **Source locally**, particularly within the UK, to support regional producers and reduce food miles.
- Support **diverse or underrepresented suppliers**, including small businesses, social enterprises, and ethical cooperatives.
- Invest in training, apprenticeships or programmes that benefit **local communities or the food system.**
- Collaborate with Bennett Hay to create **positive social impact** through responsible sourcing and charitable initiatives.

9. Compliance and Continuous Improvement

- Bennett Hay reserves the right to **assess supplier compliance** with this Code through audits or site visits.
- Suppliers must report any significant breaches of law or ethical standards to Bennett Hay without delay.
- Where non-compliance is identified, we will work with suppliers on **remedial action** or, in serious cases, may terminate the relationship.
- Suppliers may raise any concerns through their usual Bennett Hay contact or via our **Whistleblowing Policy**, available on our website.
- This Code of Conduct will be reviewed and updated as required.



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