

Client and Supplier Code of Conduct



Publication Date: 6 April 2022

Date of Last Review: 1 February 2022

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Regulated by RICS

Hollis Global Limited, a Limited Liability Company. Registered in England and Wales, with company number 13400429.
Registered office: Battersea Studios, 80-82 Silverthorne Road, London SW8 3HE.
VAT number 863 8914 80. Regulated by RICS.

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1. Purpose

- 1.1.1 This policy sets out the standards of conduct under which Hollis agrees to conduct business with its clients and suppliers. Any breach of this policy will be a material breach of your agreement with Hollis.

2. Discrimination and Harassment

- 2.1.1 Hollis is committed to the elimination of unlawful and unfair discrimination in the workplace, whether on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, religion or belief, sex, sexual orientation or race including colour, nationality and ethnic origin or national origins.
- 2.1.2 Hollis is also committed to a policy of creating a work environment free of harassment and bullying, where everyone is treated with dignity and respect. Hollis expects all organisations with whom we have business dealings to adopt the same approach. Behaviour, actions or words that transgress our policy are unacceptable.
- 2.1.3 You agree that you will have in place throughout the term of your agreement with Hollis your own policies and procedures, which you will provide to us upon request, embodying these principles and ensuring compliance with applicable legal requirements in this area, and will enforce them where appropriate.

3. Bribery and Corruption

- 3.1.1 Hollis is committed to the highest standards of ethical conduct and integrity in its business activities. We take a zero-tolerance approach to bribery and corruption and expect all organisations with whom we have business dealings to adopt the same approach. A copy of our anti-bribery policy is available upon request.
- 3.1.2 You agree to comply with all applicable laws, statutes, regulations relating to anti-bribery and anti-corruption, including but not limited to the UK Bribery Act 2010 and other equivalent legislation in the country in which you operate, and have in place throughout the term of your agreement with us your own policies and procedures, which you will provide to us upon request, including adequate procedures under the UK Bribery Act 2010, and will enforce them where appropriate.
- 3.1.3 You will notify us in writing if you become aware of any breach of this section or have reason to believe that you or any person associated with you has received a request or demand for any undue financial or other advantage in connection with the performance of your agreement with us.

4. Modern Slavery and Human Trafficking

- 4.1.1 Hollis is committed to the elimination of slavery, servitude and forced or compulsory labour and human trafficking and will not tolerate such actions or conduct that supports such actions anywhere in its supply chain.

- 4.1.2 You agree to comply with all applicable laws, statutes, regulations relating to slavery, servitude and forced or compulsory labour and human trafficking, including but not limited to the UK Modern Slavery Act 2015 and other equivalent legislation in the country in which you operate, and have in place throughout the term of your Agreement with us your own policies and procedures, which you will provide to us on request, to ensure your compliance, and will enforce them where appropriate.
- 4.1.3 You will notify us in writing if you become aware of any breach of this section or have reason to believe that you or any person connected with you has received a request or demand to engage in any activity that could violate the UK Modern Slavery Act 2015 or other equivalent legislation.

5. Tax Evasion

- 5.1.1 You will not engage in any activity, practice or conduct which would constitute either a UK or a foreign tax evasion facilitation offence under sections 45 (1) and 46 (1) of the UK Criminal Finances Act 2017 or any equivalent local law in the jurisdiction where services are being provided by, or to, Hollis.
- 5.1.2 You will promptly notify us of any request or demand from a third party to facilitate the evasion of tax within the meaning of Part 3 of the UK Criminal Finances Act 2017 in connection with the performance of this Agreement.

6. Notifications

- 6.1.1 Please address any notifications required under this Code of Conduct or any other questions or concerns to:

Ian Thompson

Finance Director

London Battersea

T: +44 20 7627 9854

E: ian.thompson@hollisglobal.com