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| **ETHICAL TRADING INITIATIVE** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **To:** | **Procurement Manager** |  |  |  |  |  |
| **RE:** |  |  |  |  |  |
| **PACKAGE:** |  |  |  |  |  |  |
| **PACKAGE NO.** |  |  |  |  |  |  |  |
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| We …………………………………………………………………………………………………… confirm that in Providing the Works we will comply with the minimum requirements set out in 15.4.6 of Works Information Volume 2B, derived from the Ethical Trading Initiative Base Code and summarised below:  |
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|  |  |  |  |  |  |  |  |
| a -  | Employment is freely chosen |  |  |  |  |
| b -  | Freedom of association and the right to collective bargaining are respected |
| c -  | Working conditions are safe and hygienic  |  |  |  |
| d -  | Child labour is not used |  |  |  |  |  |
| e -  | Living wages are paid  |  |  |  |  |  |
| f -  | Working hours are not excessive  |  |  |  |  |
| g -  | No discrimination is practised |  |  |  |  |
| h -  | Regular employment is provided |  |  |  |  |
| i -  | No harsh or inhumane treatment is allowed |  |  |  |
|  |  |  |  |  |  |  |  |
| Signed for and on behalf of  |  |  |  |  |  |  |
| the Tendering Sub-Contractor/Supplier |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| \*\* Signature | …………………………... | …………… |  |  |  |  |  |
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| \*\* Position | ……………………………………….. |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| \*\* Date | ……………………………………….. |  |  |  |  |  |