

FBD's Supplier Charter

This Charter outlines what we expect from Suppliers



FBD is a Responsible Buyer. We set high standards for ourselves and our Suppliers. We insist that all of our business activities are conducted lawfully, sustainably and above all, ethically.

Supporting Local Communities

Since the foundation of FBD, we've worked hard for our communities and customers. We are committed to ensuring that local businesses and communities feel real economic and social benefits as a result of our business activities.

Anti-Competitive Behaviour

We expect to engage all of our suppliers under normal competitive market conditions. Any arrangement or attempted arrangement (however informal) between businesses, which has the object or effect of distorting competition, is prohibited under Irish competition law unless it meets certain pro-competitive criteria. FBD actively watches for bid rigging or collusive tendering and will report any breaches as appropriate.

Bribery & Corruption

Suppliers must not offer, promise, give, accept or solicit an advantage or inducement in order to gain a commercial, contractual, regulatory or personal advantage.

Conflicts of Interest

Suppliers should avoid any interaction with FBD employees that may conflict, or appear to conflict, with any employee acting in the best interests of FBD. Suppliers should not employ or otherwise make payments to any FBD employee during the course of any business transaction (other than as part of an FBD contract). If a supplier's employee is a family relation to any FBD employee, or if the supplier has any other relationship that might constitute a conflict of interest, the supplier should disclose this fact to FBD and ensure that any FBD employee does so also.

Data Protection

FBD collects and retains information about our customers and third parties. Keeping information secure is a top priority for us. Suppliers must implement appropriate technical and organisational measures to protect data from unlawful or unauthorised processing and against accidental loss, destruction, damage, alteration or disclosure.

Employment

FBD seeks to ensure that all employees who are working for FBD or our suppliers are treated with dignity and respect, receive equality of opportunity and are not subject to discrimination. FBD seeks to ensure that respect for diversity, equality and inclusion are embedded in all the services we provide and work that we do. It is FBD's policy that all employees are able to perform their work in an environment that is free of harassment, bullying and intimidation and where employees' right to dignity at work is respected. Harassment and bullying is not tolerated. We expect the same of all our suppliers and reserve the right to audit our suppliers to ensure these standards are being adhered to.

ESG

FBD aims to prevent environmental damage and at all times comply with legislative and regulatory requirements. We expect our suppliers to measure, manage and reduce their carbon footprint. FBD utilizes an ESG assessment tool on all large or strategic tenders as part of its selection criteria for providers

Health & Safety

FBD conducts all aspects of its business activities in such a way as to achieve the best possible standards of Health and Safety and Welfare for its employees. We believe that all accidents are preventable, so we do everything safely and responsibly or not at all. We expect our suppliers to provide their staff with the training and equipment necessary to achieve the highest level of health and safety performance. Suppliers must comply with all relevant legislation and respect our Health & Safety Culture.

Human Rights

FBD respect internationally recognized human rights — understood, at a minimum, as those expressed in the International Bill of Human Rights and the principles concerning fundamental rights set out in the International Labour Organization's Declaration on Fundamental Principles and Rights at Work. We are also guided by the Organisation for Economic Co-operation and Development (OECD) Guidelines for Multinational Enterprises. We will work to enforce these rights within our supply chain and we expect the same of our suppliers.

Modern Slavery

FBD has a zero tolerance approach to modern slavery in all its forms in our own business and in our supply chain. This means not using forced or compulsory labour, and / or labour held under slavery or servitude.

Pay

FBD expects that all of our Suppliers pays each employee at least the minimum wage, or a fair representation of the prevailing industry wage (whichever is the higher), and provides each employee with all legally mandated benefits.

Paying Suppliers

We understand how important prompt payment is. FBD do not delay payments to match credit terms, payments are paid on all fully approved invoices, in the next available run.

Reporting

Suppliers who believe that an FBD employee, or anyone representing FBD, has engaged in illegal or improper conduct, must report the matter. Suppliers should also report any violation of this Charter. Reports may be made directly by email to Darragh.burrows@fbd.ie or Edward.Agbokoba@fbd.ie. FBD's relationship with a supplier will not be affected by an honest report of potential misconduct.