



Suppliers Code of Conduct



Vyta Suppliers Code of Conduct

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1. Purpose

This policy establishes the ethical, legal, environmental, and social standards expected of all suppliers, contractors, and service providers engaged with [Company Name]. It ensures alignment with our values, regulatory obligations, and sustainability commitments, particularly within IT Asset Disposition (ITAD) operations.

2. Scope

This Code of Conduct applies to all suppliers and their subcontractors who provide goods or services to Vyta, including those involved in logistics, processing, refurbishment, recycling, and data destruction.

3. Ethical Business Practices

- Suppliers Shall
 - Conduct business with integrity, transparency, and fairness.
 - Prohibit all forms of bribery, corruption, extortion, and embezzlement.
 - Avoid conflicts of interest and disclose any potential risks.

4. Compliance with Laws and Regulations

- Suppliers must
 - Comply with all applicable local, national, and international laws, including those related to labour, environment, health and safety, and data protection.
 - Adhere to industry-specific standards such as ADISA, R2v3, ISO 14001, ISO 45001, and the WEEE Directive.

5. Labour and Human Rights

- Suppliers Shall
 - Prohibit forced, Human Trafficking, bonded, and child labour.
 - Ensure fair wages, working hours, and humane treatment.
 - Promote diversity, inclusion, and non-discrimination.
 - Upholding the rights and dignity of all individuals in our value chain

6. Environmental responsibility

- Suppliers Shall
 - Minimize environmental impact through responsible resource use, waste management, and emissions control.
 - Comply with hazardous waste handling and e-waste recycling standards.

- Support circular economy principles and sustainable ITAD practices.

7. Health & Safety

- Suppliers Shall
 - Protect sensitive data, including customer and asset information.
 - Comply with data protection laws and contractual obligations.
 - Ensure secure handling and destruction of data-bearing devices.

8. Data Security and Confidentiality

- Suppliers must
 - Provide a safe and healthy working environment.
 - Implement appropriate safety controls, training, and emergency procedures.
 - Report and investigate incidents promptly.

9. Monitoring and Enforcement

- Vyta reserves the right to
 - Audit supplier practices and request documentation.
 - Investigate violations and require corrective actions.
 - Terminate relationships for non-compliance.

10. Reporting Violations

Suppliers are encouraged to report any violations (Whistleblowing) or concerns confidentially to Vyta.

11. Objectives and Targets

- To ensure continuous improvement and alignment with our Policy commitments, Vyta establishes measurable objectives and targets for. These targets are documented in the **Vyta Objectives & KPI Plan**, which is aligned to the relevant policy, these are reviewed and updated annually.
- The plan includes:
 - Specific, measurable goals linked to this policy
 - Timelines and responsible parties
 - Progress monitoring and reporting mechanisms



12. Monitoring and Reporting

- KPIs:
 - Tracked monthly in a QESS dashboard; reviewed by the Executive Team quarterly.
- Audits
 - Planned internal audits, covering all our legal obligations and accreditation requirements.
 - Semi-annual audits for ISO 9001/14001/45001 / 27001 / 14068, ADISA and R2v3; annual external certification audits.
- Incident & Nonconformity Management:
 - Root cause analysis (5Why, Ishikawa), CAPA tracking, effectiveness verification.
- Stakeholder Reporting
 - Publish an annual Sustainability Report with targets, performance, and assurance statement.
- Whistleblowing & Grievance
 - Confidential channels for employees and suppliers; non-retaliation guaranteed.

13. Continuous Improvement

- Use **P-D-C-A** (Plan-Do-Check-Act) to drive improvements; set annual objectives.
- Engage employees through kaizen ideas, recognition programs, and cross functional improvement projects.

14. Policy Approval and Review

- This policy is approved by Executive management and is reviewed annually or when significant changes occur in business operations or legal frameworks.