

05 Ethical Policy

Version 2 | October 2021

1. General aims

HCV Network Ltd. will operate with integrity and always aim to:

- Conduct our activities in ways that bring benefits to all those with whom we have relationships.
- Fulfil our obligations as a responsible member of the societies in which we operate.
- Demonstrate respect for human dignity and the rights of individuals.
- Conduct all our activities with consideration for their impact on human lives and the environment.

2. Our ethical commitments

Human Rights

- HCV Network Ltd. will not knowingly work with any organisation that violates human rights and has not taken mitigating action.
- HCV Network Ltd. will actively seek relationships with organisations that support humane working conditions and international best practice with respect to human rights, including the implementation of the principle of Free, Prior and Informed Consent (FPIC).

Business Conduct

HCV Network Ltd. will:

- Strive to ensure that its operations comply with legal and professional standards and respect the rule of law.
- Not participate in or condone corrupt or unacceptable business practices (see Policy 04 Anti-fraud and Corruption).

- Support staff who raise issues (sometimes referred to as ‘whistle-blowers’) of non-compliance with legal requirements or HCV Network Ltd’s own policies, including this ethical policy, and will seek to implement actions which address the concern while minimising risk to the staff member who raised the issue.
- Review its work annually to confirm that it does not have a negative impact on vulnerable groups such as children or vulnerable adults.
- Promise only what it expects to deliver, and only make commitments it intends to keep and will not knowingly mislead or harm others.
- Make sure its staff act in good faith, use the organisation’s assets only for furthering the organisation’s business and projects and not seek personal gain through abuse of position in the organisation (see Policy 02 Conflict of Interest and Policy 04 Anti-fraud and Corruption).
- Seek to find ways to make its services available to those for whom cost is a serious barrier, particularly small and community organisations in developing countries.

Employee Relations

- HCV Network Ltd will be a fair and equitable employer.
- HCV Network Ltd encourages diversity among its employees and contractors and does not discriminate based on religion, race, sex, gender, sexual orientation, ethnicity, age, or disability, except where this would prevent adequate execution of duties or pose a risk to health and safety.

Procurement Policy

- HCV Network Ltd. will prefer goods that meet our social and environmental policies and will actively seek to source from producers with positive employment, social and environmental policies, and practices.
- HCV Network Ltd. will strive to avoid suppliers that do not meet the law and international social and environmental good practice.

3. Implementation of the policy

During daily business, HCV Network Ltd may need to make decisions on ethical issues which are unclear or are not addressed by this policy. HCV Network Ltd will regularly return to its staff for direction on these and other issues and develop the policy accordingly. HCV Network Ltd. encourages the same commitments from third parties directly acting on our behalf.