



Ghana Bauxite Company Limited

A member of the IOP Group

Contact

info@ghanabauxite.com
ghanabauxite.com

Accra Office

0302-773033 / 021-765830/
027-7568045 / 0302-760732
PMB Ministries Post Office Accra

Awaso Mine

027-7568045
Box 1, Awaso

Takoradi

0301-22495 / 0301-22457
PO Box 21, Takoradi

CONTRACTOR CODE OF CONDUCT

Ghana Bauxite Company is committed to upholding the highest ethical standards in all of its activities. We expect our employees to comply with applicable laws and to conduct themselves responsibly, ethically and with integrity. We expect the same from our Contractors.

This Code applies to all vendors, suppliers and contractors that have entered into an agreement to provide goods or services to GBC, including each of their employees, representatives, subsidiaries, affiliates and subcontractors. Compliance with this Code is mandatory for all Contractors.

Compliance with Laws

Contractors must ensure that, in all of their activities, they conduct business in compliance with the applicable laws, rules and regulations of the jurisdictions in which they operate.

Anti-Bribery and Anti-Corruption

Contractors must comply with all applicable laws and regulations relating to corruption, bribery, fraud and other prohibited business practices. It is never acceptable for a Contractor to offer a bribe, kickback or other unlawful payment or benefit to secure any concession, contract or other favorable treatment.

Conflicts of Interest

Contractors must exercise reasonable care and diligence to prevent actions or conditions that could result in a conflict of interest or the appearance of a conflict of interest. Contractors must not try to gain improper advantage or preferential treatment as a result of a conflict of interest.

Contractors must disclose to GBC any real, apparent or potential conflict of interest in a timely manner.

Confidential Information

If, in its dealings with GBC, a Contractor becomes aware of confidential information of GBC or any of our stakeholders, the Contractor must only use such information for the purposes defined by GBC, and must properly handle such information.

GBC expects Contractors to have in place policies and procedures for the proper use and handling of such information that meet applicable legal and regulatory requirements to prevent inappropriate access to and disclosure of such information. Contractors must notify GBC promptly of any actual or suspected privacy breaches, security breaches, or disclosure or loss involving such information.

Employment Practices

Contractors must abide by applicable employment standards, labour, non-discrimination and human rights legislation. Where laws do not prohibit discrimination, we still expect Contractors to be committed to non-discrimination principles.

Contractors must ensure that, in their workplaces:

1. Forced/compulsory labour and child labour are not used;
2. Employees are free to raise concerns without fear of reprisal;
3. Required security screening of personnel has been performed; and
4. Employment standards meet or exceed legal and regulatory requirements.



Ghana Bauxite Company Limited

A member of the IOP Group

Health and Safety

Contractors must provide safe and healthy workplaces and comply with relevant health and safety laws. We expect Contractors to provide all their employees with adequate information and instruction on health and safety concerns and to enable their employees to meet their responsibilities for the maintenance of a safe and healthy workplace. Contractors are also expected to comply with all GBC Health, Safety and Environment rules and regulations.

Frederick SARKODIE PEPRAH
(General Manager)

April 2022