

22-051 Ethical Policy			C4 Cleaning Ltd	
			1-2 Chalice Close, Lavender Vale, Wallington SM6 9RU	
Name:	Courtney Hanson-Chambers	Signature:		Date: 01.02.2026
Title:	Director			Review: 31.01.2027

Purpose

C4 Cleaning Ltd is committed to upholding the highest ethical standards in all aspects of its business activities. We aim to conduct ourselves with integrity, respect, and transparency, promoting social responsibility, fairness, and environmental sustainability throughout our operations, including in procurement.

Scope

This policy applies to all employees, contractors, suppliers, and partners of the company. It covers ethical conduct within the workplace, interactions with stakeholders, environmental impact, and procurement practices.

Policy Details

Ethical Conduct

We are dedicated to ensuring that all our actions align with high ethical standards. This includes conducting business with honesty, integrity, fairness, and respect for human rights in every aspect of our work.

Procurement and Ethical Sourcing

In all procurement activities, we prioritise sourcing from suppliers who share our commitment to ethical business practices. This includes ensuring fair labour conditions, transparent operations, and sustainability. We aim to select materials and services from suppliers who align with our values and support responsible procurement.

Environmental Sustainability

We prioritise environmental sustainability by minimizing our environmental footprint in all areas of our business, including procurement. This means choosing suppliers who use environmentally friendly processes and materials and promoting sustainability in every aspect of our operations.

Fairness and Equality

We promote fairness and equality within our workplace and across our business relationships, ensuring that all individuals and organizations we work with are treated with respect, regardless of race, gender, age, disability, sexual orientation, or background.

Responsible Relationships

We seek to build and maintain long-term relationships with partners, suppliers, and clients who share our ethical values and work toward mutual benefit, transparency, and social responsibility.

Training and Awareness

To foster a strong ethical culture, we provide regular training to all employees on our ethical standards, responsible decision-making, and the importance of upholding ethical practices, especially in procurement and sourcing.

Tips and Things to Remember

1. Always prioritise suppliers who share your values of integrity, fairness, and sustainability.
2. Make ethical procurement decisions that reflect the company's commitment to social responsibility and sustainability.
3. Strive for fairness and equality within your workplace and across your business relationships.
4. Continuously educate yourself and colleagues on ethical and responsible procurement practices.
5. Foster long-term, transparent relationships with suppliers who demonstrate ethical business practices.

Non-Compliance with this Policy

Any non-compliance with this policy will be taken seriously and addressed promptly. Disciplinary actions for policy non-compliance may include verbal or written warnings, suspension, termination, or referral to appropriate authorities, as deemed necessary.

Policy Review

This policy will be reviewed annually or as necessary, particularly when there are significant changes in the workplace or when legislation requires it.