



**SPORT  
FOR LIFE**



## **QOC SUSTAINABLE SUPPLIER CODE**

For any questions related to the QOC Supplier Code, please contact.  
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## 1 Introduction

As reflected in the QOC Purpose, Vision and Values, QOC is committed to the highest standards of sports practices, service quality and sustainability. We are committed to adhering to, and actively advocating the principles of the United Nations Global Compact in the areas of human rights, labour standards, environmental protection and anti-corruption. These principles reflect universally recognized normative standards such as the United Nations Universal Declaration of Human Rights and the core labour conventions of the International Labour Organisation.

The sustainability and ethical standards to which QOC is committed also extend to our relationships with suppliers. To ensure that our suppliers meet and support these expectations they are expected to adhere to this Supplier Code of Conduct and QOC GL will review suppliers' compliance with the Supplier Code of Conduct.

The general principles of our Supplier Code of Conduct are

## 2 Scope

This Code is relevant to all suppliers and their supply chain that provide goods and services to QOC. We recognize that our diverse supplier community includes suppliers with differing characteristics, size and complexity. We acknowledge policies and procedures may differ in scale and depth.

## 3 Legal Compliance

QOC is committed to conducting its activities in accordance with the highest ethical standards and in compliance with applicable laws and regulations in Qatar as well as internationally. We aim to meet or exceed requirements of applicable Quality, environmental, health and safety laws and regulations Standards, corporate standards and other standards to which QOC subscribes. We expect QOC Suppliers to do the same. In cases where applicable law conflicts with the provisions in this Supplier Code, QOC Suppliers are expected to comply with the law, while seeking to meet the underlying tenets of each standard within this Supplier Code.

## 4 Human Rights

We believe that all people are entitled to basic rights and freedoms regardless of where they are from, their religion, gender, race or any other status.

As a minimum we expect our suppliers and their supply chain to:

- Comply with all relevant local and national human rights, employment and anti-discrimination laws, and regulations.
- Comply with the global labor standards specified by the international labour organisation
- Not participate in child forced labour or involuntary labour and ensure all employees are legally entitled to work
- Actively address any infringements or adverse human rights impacts associated with their business activities, and Provide us with any relevant information relating to any regulatory enforcement action for non-compliance with employment laws.

We also encourage our suppliers to:

- strive to provide a workplace free of direct or indirect discrimination, including equal opportunities, workforce diversity and flexibility.

## 5 ANTICORRUPTION AND FAIR BUSINESS PRACTICES

Suppliers must conduct their business with honesty and integrity and in compliance with all applicable laws including compliance with all laws prohibiting improper payments, inducements, bribes, fraud and tax evasion.

## 6 Ethical Business

Ethical business is about respecting fairness, transparency and accountability by conducting business as openly as possible to enable stakeholders to make well-informed decisions in regard to our business. As well as showing a commitment to doing the right thing, good business ethics are a strong indicator of overall management capability and quality.

As a minimum we expect our suppliers to:

- Comply with all relevant laws and regulations in relation to competition and fair trading, unethical behaviour, bribery, corruption and other prohibited business practices in all countries where they operate, and
- Respect confidentiality and not misuse QOC information.
- We also encourage our suppliers to:
  - Act in a principled way regardless of the jurisdiction they operate in
  - Seek to align with key global initiatives that promote responsible business practices
  - Assess and voluntarily subscribe to external sustainability codes of practice, across social, economic and environmental dimensions, relevant to their industry
  - Develop an understanding of the emerging material trends and issues likely to impact their business and develop appropriate responses, which are shared with stakeholders
  - Seek to progressively embed the management of sustainability issues into business as usual practice
  - Have written corporate governance policies that outline appropriate conduct and standards for the organisation, its people (both employees and contractors) and suppliers, and

- Provide a formal complaints management process for employees, suppliers and members of the communities in which they operate or provide services to.

## 7 People and Community

Businesses and their staff are an important part of the communities in which they operate. Being actively involved in their community in a way that positively contributes to society underpins sustainable business practices.

We encourage our suppliers to:

- proactively engage with community stakeholders to understand and help address key issues and opportunities in the communities where they have a presence, and
- value inclusion and diversity within their own operations, including identifying opportunities for contributing to strong communities, meaningful careers and business opportunities for groups that might be under represented in their organization or supply chain.

## 8 Health and Safety

QOC believes all workers have the right to work in a safe and healthy environment free from work-related injuries and illnesses.

As a minimum we expect our suppliers to:

- comply with all relevant local and national occupational health and safety laws, and regulations.
- We also encourage our suppliers to:
  - commit to maintaining and improving a safe and healthy working environment for all staff, contractors and visitors
  - protect against harm by eliminating or minimizing risks
  - provide necessary information, instruction, training and supervision so their people can do their job safely and effectively, and have written health and safety policies and systems in place to monitor and manage risks and incidents.

## 9 Environment

Suppliers shall apply a precautionary approach to environmental matters and shall work to minimize negative environmental impact from its operations, products and activities.

Suppliers shall comply with existing legislation and regulations regarding the protection of the environment.

Suppliers shall have an effective environmental policy, procedure, and management system in place to ensure that its operations are managed ecologically and in a sustainable way.

The management system shall be based on internationally recognized principles for environmental management, such as ISO 14001 (this does not apply to subcontractors with a smaller size (below 50 employees)).

Suppliers shall take necessary measures to prevent pollution, to conserve and use rationally the natural resources required for its operations and implement relevant emergency response plans and procedures.

## 10 Information Security and Personal Data Protection

Suppliers shall actively protect against the unauthorized access, use, disclosure, disruption, modification, inspection, recording and destruction of information. Suppliers are therefore expected to either establish own relevant information security policies and procedures or comply with QOC 's policies and procedures for information security.

## 11 SUPPLY CHAIN

Suppliers shall have a process to communicate requirements equivalent to this Supplier Code of Conduct to their Suppliers and to monitor Suppliers' compliance to these requirements.

## 12 Monitoring and Rights To Audit

QOC reserves the right to carry out audits of Supplier. Audits can also be made by an independent third party. The Supplier shall participate in these on-site audits and provide unhindered access to Supplier facilities, records, employees for confidential interviews and accommodation provided by the Supplier, if any.

In cases where suppliers do not meet the expectations of this Code, QOC expects Suppliers to be willing to work systematically to improve their performance. When needed, audits will be followed by dialogue with Suppliers to agree on realistic action plans. Violations of the code and unwillingness to improve will give QOC the right to termination of contracts.

## 13 Reporting Misconduct

We encourage our suppliers who believe that a QOC employee, or anyone acting on behalf of QOC , has engaged in illegal or otherwise improper conduct, to report the matter to us. This also applies to any potential violation of this Code. A Suppliers' relationship with QOC will not be affected by an honest report of potential misconduct.

## 14 Continuous improvement

We encourage our suppliers to look for opportunities to continuously improve their sustainable business practices and welcome engagement and discussion that could help improve both of our sustainability practices.