

Supplier Code of Conduct

Minimum environmental, social and ethical requirements for all Trade Linx suppliers

Document No.	TL-POL-PRO-030	Revision	00
Effective date	01-10-2026	Next review	30-09-2027
Policy owner	Procurement & Imports Manager	Approved by	Chairman
Scope	All suppliers, manufacturers, distributors, service providers and contractors of Trade Linx, and their sub-suppliers	Classification	Public – available to all stakeholders

1. Introduction

Trade Linx expects every supplier to meet the requirements below, to comply with the law of every country where it operates, and to pass them on to its own suppliers. Where this Code and the law differ, the higher standard applies.

2. Labour and human rights

- **Child labour:** no workers under 15 (or the legal minimum age if higher); no hazardous work for anyone under 18.
- **Forced labour:** no forced, bonded, prison or trafficked labour; no recruitment fees charged to workers; no retention of identity documents.
- **Wages and hours:** at least the legal minimum wage, all legally required benefits, working hours within legal limits, voluntary and paid overtime.
- **Non-discrimination and harassment:** equal treatment regardless of gender, religion, ethnicity, disability, age or other status; no harassment or abuse.
- **Freedom of association:** respect workers' right to join unions and bargain collectively.
- **Grievance:** workers have a way to raise concerns without retaliation.

3. Health and safety

Provide a safe and healthy workplace, assess risks, provide PPE and training, have fire and emergency plans, and record and investigate accidents.

4. Environment

- Hold the required environmental permits and comply with environmental law; an ISO 14001 system is preferred.
- Measure and reduce energy use and GHG emissions; share emissions data with Trade Linx on request.
- Manage chemicals safely, supply accurate SDS and GHS labels, and comply with RoHS/REACH where applicable.
- Minimise waste and packaging, and dispose of hazardous waste legally.

5. Business ethics

- Zero tolerance for bribery, facilitation payments, fraud and money laundering; no gifts or hospitality to Trade Linx staff beyond token items.

- Declare any conflict of interest with Trade Linx employees.
- Protect confidential and personal data and respect intellectual property.
- Comply with export controls and sanctions.

6. Monitoring and consequences

Trade Linx may ask suppliers to complete a sustainability self-assessment questionnaire, provide evidence, or accept an audit on reasonable notice. Suppliers must correct non-conformities in an agreed time. Serious or repeated breaches (e.g. child or forced labour, bribery) may lead to suspension or termination of the business relationship, as stated in our purchase-order clause.

7. Reporting concerns

Suppliers and their workers can report breaches of this Code, or unethical behaviour by Trade Linx staff, confidentially and without retaliation to **akhtar@tradelinx.pk** or **+92 321 4777002** (Whistleblowing & Grievance Procedure TL-SOP-GRV-010).

Approval

This document was approved by the Chairman of Trade Linx on 01-10-2026 and is effective from that date. It is communicated to all employees and relevant stakeholders, applies until superseded and is reviewed at least annually.

Prepared by: Procurement & Imports Manager

Approved by	Signature and company stamp	Date
Chairman, Trade Linx	Approved and signed by the Chairman – signed original held at Trade Linx Head Office, Lahore	01-10-2026

Revision history

Rev.	Date	Description of change	Approved by
00	01-10-2026	First issue.	Chairman

Supplier acknowledgment

We have read the Trade Linx Supplier Code of Conduct (TL-POL-PRO-030) and agree to comply with it and to communicate it to our own suppliers.

Supplier legal name	
Country / address	
Name and title of authorised signatory	
Signature and company stamp	
Date	