



## **Community Foods Ltd. Business Conduct Policy**

Community Foods Ltd is an importer, distributor and packer of ambient stable foodstuffs, the vast majority of products traded are not grown in the United Kingdom.

Within the scope of the companies operations, the directors and management recognise their responsibility to suppliers, customers and consumers alike.

We aim to meet these responsibilities as follows:

- To operate within the terms and spirit of the relevant laws and regulations that govern business practice
- To ensure we have a mechanism for consumers, suppliers and customers to register complaints and grievance and to act accordingly within a suitable timeframe
- To ensure we treat our suppliers fairly and with respect when negotiating prices and not to impose unnecessary or unfair terms that unduly affect the balance of supplier /customer relationships
- To pay suppliers in a timely manner and in accordance with the agreed terms and conditions of trade
- To operate a suitable notice period for suppliers in the event that we will cease business with them
- To operate a whistleblower policy that allows internal staff to raise the issue of unfair business practice

Community Foods Ltd. will make this policy and performance measures available to staff through monthly management meetings.

This policy will be pursued by senior management and made available to all interested parties.

Martin Rome

Managing Director

Issued: Wednesday 17<sup>th</sup> November 2010

**Community Foods Limited**

Registered in England No. 1328083

29-31 Eastways, Witham, Essex, CM8 3YQ Tel: +44 (0)20 8208 2966

email: [enquiries@communityfoods.co.uk](mailto:enquiries@communityfoods.co.uk) [www.communityfoods.co.uk](http://www.communityfoods.co.uk)