

Third-Party Relationships

Anti-Bribery Policy

1. Purpose

The purpose of this document is to establish clear guidelines regarding third-party relationships in the context of our company's Anti-Bribery Policy.

2. Scope

This document applies to all employees, contractors, and directors of [Company Name], and to all third parties acting on behalf of the company, including agents, consultants, suppliers, distributors, and business intermediaries.

3. Policy Requirements

- **Due Diligence:** Prior to entering any relationship, a risk-based due diligence review must be conducted to identify potential bribery risks.
- **Written Agreements:** All third-party relationships must be governed by a written contract explicitly committing the third party to comply with all applicable anti-bribery and anti-corruption laws.
- **Ongoing Monitoring:** Each relationship shall be monitored regularly for compliance with this policy and to identify any red flags.
- **Training & Awareness:** Where appropriate, third parties should be informed about the anti-bribery policy and required to complete relevant training.
- **Record-Keeping:** All documents related to third-party due diligence and contracts must be securely stored and readily available for inspection.

4. Reporting & Compliance

Any suspected violations of this policy by a third party must be reported immediately to the Compliance Officer. The company reserves the right to terminate relationships with third parties found to be in breach of this policy.

5. Important Notes

- This document should be reviewed periodically and updated as needed.
- All third-party engagements must have documented approval from authorized personnel.
- Non-compliance with this policy may result in disciplinary action or termination of business relationships.
- Maintain transparency and proper documentation for all third-party interactions.