**Introduction**

Fitzgerald-Bassey acknowledges that it can never progress without the sustainable development in local communities, and steadily fulfills its obligations as a member of the society. The philosophy also contributes to socioeconomic development and the creation of a new culture by providing products and services centering on honesty and professionalism. Purchasing and Contracting Department will conduct procurement activities based on the following basic policy in order to achieve our purpose.

**Compliance with Laws, Regulations and Social Customs**

We will conduct procurement activities in compliance with all relevant laws, regulations, in letter and spirit, and appropriate social customs. The relevant laws and regulations include not only the Civil Code, Commercial Code, Anti-Trust Law, the relevant laws on Intellectual Property Rights, but also laws and regulations, and ethical standards, relating to labor and human rights. We will comply with all of these in discharging our social responsibilities.

**Exclusion of the anti-social power**

We never trade with anti-social power that gives serious threat to order and security of society.

**Safety as Our Top Priority**

We, putting our top priority on safety, will conduct procurement activities in compliance with laws and regulations regarding safety, and certainly take measures to ensure safety and sanitation.

**Consideration for Environment**

We will procure materials, works, and services with less environmental load (Green Procurement), and endeavor to establish the recycling-based society, to reduce environmental load in collaboration with our suppliers.

**Open Procurement**

We will conduct fair global and market-driven procurement of competitive products and/or services from domestic and overseas suppliers.

**Fair and Equitable Business Activities**

We will evaluate and select suppliers comprehensively based on safety, environment, price, quality, technology, delivery conditions, after-sale service, correspondence with existing equipment, production capacity/capabilities and financial status without any discrimination.

**Compliance with Contracts and Good Faith Fulfillment of Contracts**

We will observe and fulfill contracts in good faith.

**Management and Protection of Information**

We will properly manage and protect confidential and personal information obtained through our procurement activities.

**Establishment of Partnership**

We will establish credible partnership with all suppliers and intend to develop mutual business activities through our procurement activities.

**Local Content Compliance**

We will contribute to activate the local economy and community with our suppliers as a member of the community. We will comply with all applicable regulations relating to the procurement of goods, works, and services in-country. As a matter of corporate principle, Fitzgerald-Bassey will move from compliance with the local content regulations to the maximization of local content in its activities.

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| Approved by: | Alvin Mingle, Senior Managing Partner |
| Policy Author & Owner: | Kwabena Peprah, Managing Partner  |
| Date | Nov. 2015 |



Approved………………………….

 **Kwabena Peprah**

**(Managing Partner)**