

Supplier Code of Conduct

Chestnut Barn, Blackbirds Farm, Blackbirds Lane, Aldenham, WD25 8BS

www.christmas-creations.com • info@christmas-creations.com • t: 0203 411 1991 • f: 0203 411 1992



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Approval Authority:	Director
Review Frequency	Annually
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Introduction

This Supplier Code of Conduct sets out the minimum standards required of all suppliers, manufacturers, contractors, and service providers (“Suppliers”) working with Christmas Creations.

By supplying goods or services to Christmas Creations, Suppliers agree to comply with this Code.

1. Legal & Regulatory Compliance

Suppliers must comply with all applicable UK laws and regulations, including but not limited to:

- Health and Safety at Work etc. Act 1974
- Modern Slavery Act 2015
- Employment Rights Act 1996
- Equality Act 2010
- Environmental Protection and waste regulations
- UK product safety, electrical safety, and import regulations

2. Labour Standards & Human Rights

Suppliers must:

- Prohibit forced, bonded, or involuntary labour
- Comply with the Modern Slavery Act 2015 and take steps to prevent slavery and human trafficking
- Not employ child labour and comply with UK minimum age requirements
- Provide lawful wages, working hours, and rest periods
- Treat all workers with dignity and respect, without discrimination, harassment, or abuse

3. Health & Safety

Suppliers must provide a safe and healthy working environment by:

- Complying with UK health and safety legislation
- Providing appropriate training, supervision, and personal protective equipment
- Ensuring workers involved in installation, manual handling, electrical work, or working at height are competent, trained, and medically fit where required

4. Product Safety & Quality

Suppliers must ensure that:

- All Christmas decorations, trees, lighting, and displays meet applicable UK safety standards
- Electrical products comply with UK electrical and fire safety requirements
- Products supplied are suitable for commercial use in public spaces and meet agreed specifications

5. Environmental Responsibility

Suppliers must:

- Comply with UK environmental legislation
- Manage waste responsibly and minimise environmental impact
- Use sustainable materials and packaging where reasonably practicable

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6. Ethical Business Conduct

Suppliers must:

- Conduct business ethically and transparently
- Prohibit bribery, corruption, and improper payments (Bribery Act 2010)
- Avoid or declare conflicts of interest
- Maintain accurate business records

7. Supply Chain Responsibility

Suppliers are responsible for ensuring that their subcontractors and supply chain partners comply with this Code.

8. Monitoring & Non-Compliance

Christmas Creations reserves the right to request evidence of compliance. Failure to comply may result in corrective action, suspension, or termination of the business relationship.

Supplier Declaration

I confirm that I have read, understood, and agree to comply with the Christmas Creations Supplier Code of Conduct.

Company Name: _____

Name & Position: _____

Signature: _____

Date: _____