

## PROCUREMENT PRINCIPLES 2022

10 FEB 2022

This statement sets out the Royal Academy of Music policy on procurement.

The Academy expects ethical standards from its suppliers, and it is the duty of all employees to maintain and be seen to maintain unimpeachable standards of integrity in all business relationships.

The following principles apply to Academy staff in the conduct of procurement:

- Staff conduct should not give rise to the suspicion of any conflict of interest
- Dealings with suppliers and contractors must be honest and fair
- Ethical behaviour must be promoted and supported by appropriate systems

The Equality Act 2010 includes a Public Sector Equality Duty. This duty is designed to embed equality considerations (ie the protected characteristics) into the day-to-day work of public bodies including their procurement, so that they tackle discrimination and inequality and contribute to making society fairer.

The Academy is required to comply with the general equality duty in the timing and undertaking of procurement. Even when work is carried out by and externally supplier, the Academy is responsible for meeting the equality duty, so it is essential to build the equality considerations into the commissioning process.

The Academy expects its suppliers, through their supply chain, to have regard to the following principles, which take into account both equality and other ethical considerations:

- The provision of safe working conditions
- The promotion of good health
- Freely chosen employment
- No excessive working hours
- Wages meet at least national legal rates
- The provision of training as required
- No discrimination in recruitment and employment practices
- Encouragement of diversity and good workforce practices

- Never engaging in child labour
- No inhumane treatment

The Academy expects suppliers to be aware of and adhere to the principles of the Academy's Equality and Diversity Policy and to take responsibility of the conditions under which products are made and services are provided.

The Academy also expects all suppliers to operate in accordance with the provisions of the Bribery Act 2010.

Any organisation tendering for the supply of goods or services to the Academy must provide a copy of its own equality and diversity policy.



---

Karen Di Lorenzo

Director of Finance