



**Certification of Supplier Code of Conduct**

\_\_\_\_\_ operates with transparency, integrity, and honesty at all times.

The purpose of this policy is to clarify the standards of behavior that is expected of all personnel employed, contracted, and or represented with \_\_\_\_\_ in the performance of their duties.

All personnel are responsible for ensuring their behavior reflects the standards and values that Potters holds tremendous value: honesty, trustworthiness, fairness, respect, integrity, and responsibility.

Potters and \_\_\_\_\_ jointly agree to work by:

1. Providing quality services and or products,
2. Being consistent, honest, trustworthy, and accountable,
3. Being courteous and responsive when dealing with others,
4. Being committed to social justice by opposing prejudice, injustice and dishonesty,
5. Making decisions that are procedurally fair and avoid discrimination based on race, gender, religion, or culture,
6. Promoting dignity and respect by avoiding behavior that may reasonably perceived as harassing, bullying, or intimidating,
7. Working collaboratively with colleagues to achieve common goals,
8. Maintaining professional work practices,
9. Maintaining professional relationships with clients, partners, colleagues, and public.

This document is to ensure that the core values are understood to insure confidence in the integrity and professionalism of the services and goods offered.

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Signature	Print Name	Company	Date
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Signature	Print Name	Potters	Date
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