

Code of Conduct for Suppliers

The Hong Kong Academy for Performing Arts (the “Academy”) is committed to corporate sustainability and actively seeks to work with suppliers and/ or contractors (“Suppliers”) who value and act on the principles of sustainable development. The following code of conduct (the “Code”) provides the social, ethical and behavioural framework which our Suppliers, including their employees and their own suppliers/sub-contractors shall comply with when conducting business with the Academy.

The Academy reserves the right, upon reasonable notice, to conduct compliance audits with Suppliers on the Code to validate the ethical and behavioural framework of the Suppliers. Any violation of the Code shall be considered a material breach of the contract / agreement / order by the Suppliers.

1. Compliance with Legal Requirements

Suppliers shall comply with all applicable laws and regulations in areas where they operate and all applicable laws and regulations in Hong Kong in conducting the business with the Academy.

2. Safeguarding National Security

Suppliers shall comply with all relevant laws and legislations for safeguarding national security; and shall not engage in acts or activities that may cause or constitute the occurrence of offences endangering national security or which would otherwise be contrary to the interest of national security.

3. Ethical Conduct

Suppliers shall operate with the highest ethical standards and should not be involved in any form of corruption, collusion, extortion, fraud, bribery, false declarations or counterfeiting.

4. Prohibition of Employment of Forced Labour, Child Labour and Illegal Workers

Suppliers and their sub-contractors undertake not to use forced labour in any form, child labour or illegal workers in areas where they operate and/ or Hong Kong.

5. Compliance with Labor-Related Laws and Regulations

Suppliers shall comply with all applicable wage and working hour laws and regulations, including those relating to payment of wages, restrictions on wage deductions, statutory minimum wage, statutory holidays, rest days, overtime hours and other elements of compensation; and provide any other legally authorized benefits, etc.

6. Discrimination and Rights

All employees of the Suppliers should not be subjected to discrimination in hiring, compensation or discipline on the basis of gender, age, religion, race, sexual orientation, disability, disease, marital status, pregnancy or political affiliation. All employees of the Suppliers must be treated with respect and dignity. Suppliers are expected to maintain a workplace free of sexual, psychological or verbal abuse or harassment.

7. Occupational Safety and Health

Suppliers shall implement and enforce proper safety and health procedures by providing and maintaining a safe and risk-free working place in compliance with all applicable laws and regulations and adopting good systems, equipment and tools at works to meet these requirements.

8. Environmental Conservation

Suppliers shall comply with all applicable environmental and nature conservation laws, regulations and standards and shall operate in a manner that protects the environment and conserves the nature.

9. Community Involvement

Suppliers are encouraged to promote and contribute to the sustainable development of the communities.

10. Disclosure

Suppliers are encouraged to demonstrate their commitments and performance through Environmental, Social and Governance reporting and to integrate such practices into their business practices.

11. Documentation and Inspection

Suppliers are expected to maintain records of all documentation necessary to demonstrate their compliance with this Code and the applicable laws and regulations, and provide the Academy access to these records for inspection.

In addition, the Academy reserves the right to request a certification from Suppliers that the workforce has read, understood and acknowledges compliance with the Code.