



Regulation 7.4 – Ethical Trading & Responsible Procurement Policy.

Effective date: June 2026

Acknowledgements

MUSC CIC would like to express our thanks to the following organisations whose guidance has informed the development of this policy:

Chartered Institute of Procurement & Supply (CIPS)
Charity Commission for England and Wales
UK Government
Crown Commercial Service

POLICY STATEMENT

Mariners United Sporting Club CIC (MUSC CIC) is committed to conducting all business fairly, ethically and with integrity. The organisation shall ensure that goods, services and works are procured responsibly, represent value for money and are obtained from suppliers who operate in a lawful, ethical and socially responsible manner.

MUSC CIC shall seek to work with suppliers, contractors and partners who share our commitment to fairness, equality, environmental responsibility and respect for human rights.

INTERPRETATION

For the purposes of this regulation, ethical trading refers to conducting business in a manner that is honest, transparent, lawful and socially responsible. Responsible procurement means purchasing goods and services that provide value for money whilst considering ethical, social and environmental factors.

This regulation applies to all directors, employees, volunteers and any person authorised to procure goods or services on behalf of MUSC CIC.

SCOPE AND APPLICATION

This regulation applies to:

- Procurement of goods and services.
- Appointment of contractors and consultants.
- Sponsorship and commercial partnerships.
- Purchasing of sports equipment, uniforms and event materials.
- Any expenditure made using MUSC CIC funds.

ETHICAL TRADING PRINCIPLES

MUSC CIC shall:

- Conduct all business honestly and transparently.
- Comply with all applicable laws and regulations.
- Promote equality, diversity and inclusion.
- Respect human rights and dignity.
- Reject bribery, corruption, fraud and dishonest practices.
- Manage conflicts of interest appropriately.
- Maintain accurate financial records.

RESPONSIBLE PROCUREMENT

When purchasing goods or services, MUSC CIC shall, where reasonably practicable:

- Seek value for money.
- Obtain quotations for significant purchases.
- Purchase from reputable suppliers.
- Consider quality, safety and sustainability.
- Support local businesses where appropriate.
- Avoid unnecessary waste and excessive purchasing.

SUPPLIER EXPECTATIONS

MUSC CIC expects suppliers and contractors to:

- Operate legally and ethically.

- Treat employees fairly.
- Comply with health and safety legislation.
- Oppose modern slavery, forced labour and child labour.
- Promote equality and non-discrimination.
- Demonstrate responsible environmental practices where appropriate.

GIFTS, HOSPITALITY AND CONFLICTS OF INTEREST

Directors, employees and volunteers shall not accept gifts, hospitality or personal benefits that could improperly influence organisational decisions.

Any actual or potential conflict of interest shall be declared in accordance with MUSC CIC's Governance & Conflict of Interest Policy.

REPORTING CONCERNS

Anyone who becomes aware of unethical business practices, suspected fraud, bribery or inappropriate procurement shall report their concerns through MUSC CIC's Whistleblowing Policy or directly to the Board of Directors.

Reports shall be treated confidentially and investigated appropriately.

MONITORING AND COMPLIANCE

The Board of Directors shall oversee compliance with this regulation and review procurement practices periodically to ensure they remain fair, transparent and accountable.

Failure to comply with this policy may result in disciplinary action or termination of contracts where appropriate.

REVIEW AND MONITORING

This policy shall be reviewed at least every three years or sooner where changes in legislation, organisational activities or recognised good practice require amendment.

RELATED DOCUMENTS

This policy should be read alongside:

Regulation 3.1 – Equality, Diversity & Inclusion Policy
 Regulation 5.1 – Volunteer & Staff Code of Conduct
 Regulation 5.2 – Whistleblowing Policy
 Regulation 7.1 – Governance & Conflict of Interest Policy
 Regulation 7.2 – Financial Procedures & Sustainability Policy
 Regulation 8.1 – Environmental Sustainability Policy