



2026
CARRHURE
SUPPLIER CODE OF CONDUCT

March 2026

1. Purpose and Commitment

CARRHURE Executive Search is committed to conducting business with integrity, responsibility, and respect for environmental, social, and ethical standards. As a boutique executive search and leadership advisory firm supporting organizations in the international development, research, and non-profit sectors, CARRHURE recognizes that responsible business practices must extend throughout its supply chain.

As part of its responsible procurement approach, CARRHURE integrates environmental, social, and ethical considerations into supplier selection, evaluation and engagement processes where relevant. The firm seeks to work with partners who demonstrate responsible business practices and alignment with internationally recognized sustainability principles.

For the purposes of this policy, “suppliers” refers to all third-party organizations or individuals that provide products, services, technology, or professional support to CARRHURE and with whom the company maintains a commercial or contractual relationship.

This Supplier Code of Conduct outlines the minimum environmental, social, and governance (ESG) expectations that apply to all suppliers, service providers, contractors, and business partners working with CARRHURE.

The principles described in this document align with internationally recognized standards, including:

- United Nations Global Compact
- UN Guiding Principles on Business and Human Rights
- International Labour Organization (ILO) Core Conventions
- Universal Declaration of Human Rights
- ISO 20400 Sustainable Procurement Guidance

CARRHURE expects suppliers to operate in a manner consistent with these principles and to integrate responsible business practices into their operations.

This Supplier Code of Conduct and the attached communication notice are shared with suppliers during onboarding, supplier evaluation processes, and contract renewal. They form part of CARRHURE’s Sustainable Procurement framework.

2. Environmental Responsibility

Suppliers are expected to manage their environmental impacts responsibly and comply with all applicable environmental laws and regulations in the countries where they operate.

Suppliers should seek to:

- Reduce environmental impacts associated with their operations
- Monitor and minimize energy consumption and greenhouse gas emissions where feasible
- Where relevant, monitor and seek to reduce climate-related environmental impacts and carbon footprint associated with their operations
- Promote efficient use of natural resources

- Implement responsible waste management practices, including recycling where possible
- Prevent environmental pollution and support sustainable resource use

Where relevant, suppliers are encouraged to share information regarding environmental policies, sustainability initiatives, or environmental management practices.

Given CARRHURE's digital-first and remote operating model, environmental considerations in its supply chain primarily relate to digital infrastructure providers, technology services, and operational service providers.

3. Human Rights and Labor Standards

CARRHURE expects suppliers to respect internationally recognized human rights and labor standards in accordance with the International Labour Organization.

Suppliers must:

- Prohibit forced labor, modern slavery, and human trafficking
- Prohibit child labor in accordance with applicable laws and international standards
- Ensure fair treatment, dignity, and respect for workers
- Provide safe and healthy working conditions
- Comply with applicable labor laws regarding wages and working hours
- Respect freedom of association where permitted by law
- Promote equal opportunity and prevent discrimination or harassment

Suppliers are expected to ensure that these principles are respected within their own organization and, where relevant, within subcontractors and upstream suppliers. Suppliers are encouraged to promote responsible labor practices across their own supply chains.

4. Ethical Business Conduct

CARRHURE expects suppliers to conduct business ethically and transparently and to comply with applicable laws and regulations.

Suppliers must:

- Prohibit bribery, corruption, and unethical business practices
- Avoid conflicts of interest
- Respect fair competition principles
- Protect confidential information and intellectual property
- Comply with applicable data protection and privacy regulations

Suppliers that may access client, candidate, or confidential information in connection with CARRHURE's executive search activities must ensure appropriate safeguards are in place to protect such information.

5. Responsible Supplier Practices

Suppliers are encouraged to integrate sustainability considerations into their operations and decision-making processes.

Sustainability considerations may form part of supplier evaluation, selection, and contract renewal processes where relevant to the services provided.

Where relevant, CARRHURE may request information from suppliers regarding:

- Environmental management practices
- Labor and human rights policies
- Ethical business conduct frameworks
- Data protection and governance practices

As part of responsible procurement practices, CARRHURE may review publicly available sustainability information or request documentation demonstrating alignment with responsible business principles.

CARRHURE may also **periodically review supplier sustainability practices** as part of supplier monitoring and responsible procurement initiatives.

Where appropriate, CARRHURE seeks to engage with suppliers that contribute positively to local economies and responsible business practices, including small businesses, local service providers, or organizations demonstrating inclusive and responsible sourcing practices.

6. Risk Management, Monitoring, and Corrective Actions

CARRHURE conducts sustainability risk assessments within its supply chain to identify potential environmental, social, or governance risks associated with suppliers or procurement categories.

Where sustainability concerns are identified, CARRHURE may engage suppliers in dialogue to clarify practices or request additional information.

Oversight of responsible procurement practices is maintained by CARRHURE management as part of the company's broader governance and sustainability framework.

Where necessary, suppliers may be asked to:

- Provide sustainability-related documentation
- Confirm alignment with this Supplier Code of Conduct
- Implement corrective actions or improvement measures within a reasonable timeframe

CARRHURE aims to work collaboratively with suppliers to address sustainability issues and promote continuous improvement.

However, failure to address significant concerns related to environmental, social, or ethical practices may affect the continuation of the business relationship.

7. Reporting Concerns

Suppliers are encouraged to report concerns related to environmental, social, ethical, or governance practices associated with business activities involving CARRHURE.

This Supplier Code of Conduct forms part of CARRHURE’s responsible procurement framework and is communicated to suppliers during onboarding, contract negotiations, and supplier engagement processes.

Suppliers may be asked to formally acknowledge this Supplier Code of Conduct as part of contractual agreements, supplier onboarding procedures, or other supplier engagement processes.

Annex 1 – Supplier Sustainability Communication Notice

Communication of Responsible Procurement Expectations

CARRHURE Executive Search integrates environmental, social, and ethical considerations into its procurement and supplier engagement practices.

This annex confirms that CARRHURE communicates its sustainability expectations to suppliers through the CARRHURE Supplier Code of Conduct.

This communication is provided:

- during supplier onboarding
- during contract negotiations or renewals
- when engaging new service providers
- during supplier evaluation processes where sustainability considerations are relevant

Through this communication, CARRHURE seeks to ensure that suppliers understand the company’s expectations regarding responsible business conduct.

This document may also be shared with suppliers through procurement documentation, contractual agreements, or supplier onboarding communications to ensure transparency regarding CARRHURE’s sustainability expectations.

Key Expectations Communicated to Suppliers

Suppliers working with CARRHURE are expected to:

- operate in accordance with applicable environmental laws and responsible environmental practices
- respect internationally recognized human rights and labor standards
- conduct business ethically and transparently
- protect confidential information and personal data handled during executive search assignments

Supplier Engagement

As part of its responsible procurement framework, CARRHURE may:

- request sustainability-related information from suppliers
- review supplier practices relevant to environmental, social, or governance risks
- encourage alignment with the CARRHURE Supplier Code of Conduct
- engage suppliers in dialogue to promote continuous improvement

By continuing to provide services to CARRHURE, suppliers acknowledge the sustainability expectations communicated through this document and confirm their commitment to responsible business practices.

Annex 2 – Supplier Onboarding Email

As part of CARRHURE’s supplier onboarding process, suppliers receive communications such as the example below when the Supplier Code of Conduct is shared with them. This ensures that suppliers are informed of CARRHURE’s environmental, social, and ethical expectations and understand the principles outlined in the Supplier Code of Conduct.

This communication forms part of CARRHURE’s responsible procurement process and may be provided to suppliers through onboarding emails, contractual documentation, and information made available on CARRHURE’s website, where the Supplier Code of Conduct is also published.

Example Supplier Onboarding Email

Dear Partner,

As part of CARRHURE’s responsible procurement practices, we are pleased to share our Supplier Code of Conduct, which outlines our environmental, social, and ethical expectations for partners working with us.

We kindly ask you to review the attached document and confirm that your organization operates in accordance with these principles.

Thank you for supporting responsible business practices.

Kind regards,

CARRHURE Executive Search

We are committed to making CARRHURE the go-to headhunting service provider for the NGO and not-for-profit sectors. We are committed to making a meaningful difference and helping to create a better future for everyone.



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