

Supplier Code of Conduct

Declaration of Conflict of Interest or Potential/Perceived Conflict of Interest

Suppliers shall not try to gain improper advantage or improperly impact a PowerON employee's ability to make sound, impartial, and objective decisions on behalf of PowerON. Suppliers shall disclose any situation that appears to conflict, or could potentially conflict, in any way, with the interests of PowerON. This includes situations where a PowerON employee has an interest in or non-arm's length relationship to the suppliers' business.

Instructions:

Supplier: Discuss the situation with the manager of your PowerON contract owner, then complete Part A, attaching additional pages if more space is required.

Manager of PowerON contract owner: Review and determine the appropriate action, consult with Management and Human Resources as appropriate. Complete Part B of the form and discuss the disposition with the supplier. Attach additional pages if more space is required.

Please send completed form by email to Human Resources hr@poweronenergy.ca.

This form is to be completed to declare a Conflict of Interest or Potential/Perceived Conflict of Interest.

Part A		
Name (please print):	Title:	Phone Number:
Supplier Name:	PowerON Purchase Order/Contract Number:	Supplier Phone Number:
PowerON Site/Project Title:		
PowerON Contract Owner and Phone Number (if known): (please print)	PowerON Purchasing Agent/Buyer and Phone Number (if known): (please print)	
Details regarding the potential/perceived/actual Conflict of Interest:		
Signature:	Date:	
Part B		
Manager of PowerON Contract Owner Comments and Disposition:		
Manager Signature:	This disposition has been discussed with: Signature of Supplier representative:	
Date	Date	

Personal information contained on this form is collected and shall only be used pursuant to the *PowerON Supplier Code of Conduct* to identify and resolve actual or potential conflicts of interest or the appearance of conflicts of interest.