|  |
| --- |
| **S4C Supplier Standards Code**September 2021 |

S4C is a public broadcaster established by law. S4C’s corporate objective is to provide a comprehensive, high quality Welsh language television service that reflects and enriches life in Wales.

This Code reflects S4C’s aim to uphold ethical, transparent and honest standards in the performance of its functions.

Most of S4C’s programmes are produced by independent producers. Suppliers are therefore expected to ensure that they operate in accordance with the principles and values set out in this code.

For the avoidance of doubt, this Code does not replace any contractual arrangement but should be regarded as supplementary to them.

All policies and guidelines referred to in this Code are contained on the S4C production website [here](https://www.s4c.cymru/cy/cynhyrchu/page/1154/canllawiau/).

**Our principles**

Here is a summary of some of the key areas that all S4C suppliers are expected to comply with. This is not an exhaustive list and suppliers must comply with all relevant regulations and laws.

**Contributor Welfare**

Suppliers must have processes in place to ensure the welfare of all contributors. Suppliers should ensure that those processes are consistent with relevant S4C policies and guidelines, in particular the latest Contributor Welfare Guidelines and S4C’s Child Protection Policy.

**Diversity and Inclusion**

Our suppliers will ensure a good understanding of S4C’s Commitment to Diversity as well as S4C’s Equality, Diversity and Equal Opportunities Policy.

**Modern Slavery**

Our suppliers will take proactive steps to identify and tackle modern slavery within their own organizations as well as their supply chains.

**Confidentiality of information**

Suppliers, or anyone working on behalf of the supplier, should not share any confidential information.

Suppliers should ensure that they have appropriate data protection processes in place. To ensure that these processes are appropriate and consistent with what is expected in the sector, suppliers should comply with the Data Protection and Data Security Guidelines for Producers.

**Corporate Responsibility**

All S4C suppliers are expected to act honestly and ethically. Suppliers have a responsibility to represent S4C’s interests and standards in all aspects of its S4C-related work by acting professionally and fairly.

**Bribery**

Suppliers should ensure that they do not act in contravention of anti-bribery laws. Suppliers must ensure compliance with S4C’s High Level Anti-Bribery Principles.

**Editorial Compliance**

It is a statutory duty that S4C programmes comply with the Ofcom Code and suppliers should ensure that any content conveyed to S4C complies with the rules.

**Social Media**

Care should be taken when using social media, especially when the content can be linked to S4C. Suppliers must ensure that any content they (or anyone working on their behalf) publish on social media complies with S4C’s Social Media Policy.

**Health and Safety**

The primary legal responsibility for the health and safety of productions rests with S4C suppliers. Suppliers should ensure that their health and safety processes are consistent with S4C’s Health and Safety Guide.

**Harassment, Bullying and abuse of power**

In addition to the expectation that suppliers comply with all harassment and discrimination laws, and in accordance with S4C’s Whistleblowing Policy, they must demonstrate that they have appropriate policies and processes in place to ensure compliance. Suppliers should also ensure that their employees, and those who work for them, have a clear awareness and understanding of the relevant processes.