



COUNTY OF NORTHERN LIGHTS

POLICY

ETHICAL OPERATING PRACTICES

CREATED: 2/9/2025

REVISED:

TOTAL PAGES: 1

PURPOSE

The purpose of this procedure is to establish guidelines for ethical operating practices.

SCOPE

This document is applicable to all employees.

GUIDELINES

County of Northern Lights Commitment

County of Northern Lights is committed to maintaining transparent business operations. This protocol is based on industry best practice guidance from United Nations Global Compact (UNGC) principles, ISO 26000 Guidance on Social Responsibility, and the Organization for Economic Cooperation and Development. It is encouraged to review these industry best practice documents, as well as any applicable regional laws or legislation surrounding Ethical and Transparent Business Operation in our region.

Leadership is critical to effective organizational governance and transparent business operations are necessary for long term success. This is true not only for decision making but also for employee motivation to practice social responsibility and to integrate social responsibility into organizational culture. Decision-making processes and structures of County of Northern Lights should enable it to demonstrate leadership commitment and accountability.

Process to Prevent Anti-Competitive Behavior

Fair and widespread competition stimulates innovation and efficiency, reduces the costs of products and services, ensures all organizations have equal opportunities, encourages the development of new or improved products or processes and, in the long run, enhances economic growth and living standards. Anti-competitive behavior risks harming the reputation of an organization with its stakeholders and may create legal problems. To promote fair competition, County of Northern Lights should establish procedures and other safeguards to prevent engaging in or being complicit in anti-competitive behavior.

Third Party Adherence

Subcontractors and suppliers must adhere to social responsibility best practices. County of Northern Lights policies and practices should integrate ethical, social, environmental, gender equality, and health and safety criteria for our contractors and suppliers. Due diligence and monitoring of our contractors and suppliers should focus on preventing compromising County of Northern Lights commitments to social responsibility.

Governance Periodic Review

The governance processes of County of Northern Lights are reviewed periodically. Governance deals with our leadership, audits, internal controls, and shareholder rights. County of Northern Lights will periodically review and evaluate our policies and procedures, adjust processes according to the outcome of the reviews and communicate changes throughout County of Northern Lights.



Chief Elected Official

Chief Administrative Officer