



**HEADQUARTERS: LAGOS, AIM PLAZA**  
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 Tel: +234 912 496 9315  
 Email: contact@aim-consultants.com

**CAPITAL OFFICE: ABUJA, AIM CENTER**  
 Plot 592, Independence Avenue, AIM Drive,  
 S. City Center, P.M.B 51, Abuja, FCT



**REGIONAL OFFICE: PORT HARCOURT, AIM COMPLEX**  
 AIM Crescent, Rumuosi, East - West Road,  
 P. O. Box 307, Choba-Rumuosi, Port Harcourt, Rivers State

**REGIONAL OFFICE: KANO, AIM FORT**  
 Plot 64, AIM Street, Near Marhaba Cinema,  
 After NUJ Press Center, Kano



## **CODE OF CONDUCT POLICY- BUSINESS PARTNER**

### **Objective**

This Code of Conduct policy forms part of our business measures to deal with environmental, social, compliance and integrity risks related to AIM Consultants Limited's ("The Company") business engagement with 3<sup>rd</sup> parties ("Business Partner").

This Code of Conduct identifies the behavior that we require and demand from our Business Partners and their personnel on business engagements.

As a Company, we have zero tolerance for giving and receiving bribes, verbal/physical abuse, violence, religious, racial, gender and ethnic bias. In same vein, we have zero tolerance for ethical violations, lack of integrity, discipline and breach of our corporate policies and other industry best practices.

As a Company, we strive to promote a safe space for all, and encourage persons to speak up against negative practices without the fear of retaliation.

## **CONSEQUENCES OF VIOLATING THE CODE OF CONDUCT**

Any violation of this Code of Conduct would result in serious consequences, up to and including Contract termination and possible referral to legal authorities.

### **FOR BUSINESS PARTNER:**

I have received a copy of this Code of Conduct written in a language that I comprehend. I understand that if I have any questions about this Code of Conduct, I can contact the Legal Department requesting an explanation.

**Organization/Agency Name**

**Name/Signature of Personnel**

**Project Title/Date:** \_\_\_\_\_

## **CODE OF CONDUCT- BUSINESS PARTNER**

### **GENDER BASED VIOLENCE (GBV), SEXUAL EXPLOITATION & ABUSE (SEA), CHILD ABUSE (CA) PROTECTION AND COMMUNITY RELATIONS**

#### **FOR INDIVIDUALS**

I, -----, for and on behalf of  
----- (“The organization”),

Do acknowledge that preventing Gender Based Violence (GBV), Sexual Exploitation & Abuse and Child Abuse/Exploitation (CAE) are important, and a priority for our organization in support of local and international efforts to deal with environmental and social risks related to the project work.

GBV/SEA or CAE activities constitute acts of gross misconduct and are therefore grounds for law suits, sanctions, penalties, business disengagement, or termination. All forms of GBV, SEA, or CAE are unacceptable either at work, on the work site, work/project neighborhoods or at residential locations.

As a responsible organization, our workplace is an environment where unsafe, offensive, abusive or violent behavior are not tolerated and where all persons should feel comfortable working for/with, and freely raise issues or concerns without fear of retaliation.

The prosecution of those who commit GBV/SEA or CAE will be pursued appropriately according to applicable laws. I also acknowledge the need to maintain peaceful relationships and interactions with other persons especially as it pertains to the project/work.

Specifically, I agree that while engaging with AIM (directly or through 3<sup>rd</sup> parties), the Organization (through the employees and other personnel) will:

1. Maintain conflict-free relationships with other colleagues, residents of work/project areas when such relationships and interactions become necessary.
2. Consent to police background check.
3. Treat women, children, and men with respect regardless of race, ethnicity, Color, language, religion, political, national, ethnic or social origin, disability, birth or other status.
4. Not use language or behavior towards women, children or men that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
5. Not participate in unconsented sexual activities – including grooming or through digital media. Mistaken belief regarding the age of a child and consent from the child is not a defense.
6. Not engage in sexual favour or other forms of humiliating, degrading or exploitive behavior.
7. Not have sexual interactions with employees of AIM, contractors and their respective employees, agents, assigns and all such persons performing a service for and with AIM at any level. Not have sexual interactions with members of the communities surrounding the work/project place that are not agreed to with the full consent by all parties involved in the sexual act. This includes relationships involving the withholding or promise of actual provision

of benefit (monetary or non-monetary) to other persons, community members in exchange for sex – such sexual activity is considered “non-consensual” within the scope of this Code.

8. Attend and actively partake in training courses related to HIV/AIDS, GBV, SEA, and CAE as necessary by best industry practices.
9. Report through [compliance@aim-consultants.com](mailto:compliance@aim-consultants.com) any suspected or actual GBV, SEA, and/or CAE by a fellow worker, or any breaches of this code of conduct.
10. Use of hard drugs or alcohol is prohibited and bringing in of dangerous firearm into the work space, project site, construction site, or any other location on official business is not allowed.

As an organization, we undertake that any violation by any employee or authorized representative of the Organization without the applicability of the statute of limitation, the Organization shall bear full responsibility of such actions.

Signed by-----

Title: -----

Date: -----

### **Witness**

Signed by-----

Title: -----

Date: -----