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<b>Standards: ISO 9001:2015</b>		

Ethical Trade Services Africa Ltd fully understands the importance of impartiality in undertaking our activities and we endeavour to ensure that we remain impartial in dealing with all our clients and any other parties that we might have dealings with. To ensure that impartiality is both maintained and can be demonstrated the following principles have been established and communicated to all our employees, consultants and clients;

1. All employees / consultants (new, existing and potential) are required to declare any dealings and situations (e.g. clients who are close relatives) that they have had in the past and which may lead to subjectivity in our processes.
2. All our auditors and other staff are trained on impartiality and how cases of potential subjectivity should be handled and reported.
3. All our staff are highly qualified – academic and professional experience to avoid auditors being caught up in situations where they are forced to become subjective due to lack of knowledge.
4. We do not offer consultancy services to the organizations we audit unless specifically allowed by the standards that we audit against.
5. All our staff, clients and services will be checked on regular/annual basis to assess possible risky areas that might compromise impartiality.
6. Auditors will not be assigned to a client with whom they have had any dealings with (such as past employer or as an independent consultant) in the immediate **last two years**.
7. All audit reports are reviewed at two levels to check any information in the report that might point to a potential subjectivity in the audit process or audit results.
8. All auditors are required to report any situations that arise during the audit process that might lead to subjectivity in the audit process immediately the situation is noted.

#### Revision History

Revision	Date	Description of changes	Requested By	Sign
01	07/05/2019	Document Overhaul after Stage 1 Audit.	Head of operations.	