



# Compliance Code (Principles)

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EDITION : 5  
EFFECTIVE : 1<sup>ST</sup> April 2020

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Overseas Merchandise Inspection Co., Ltd.

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# I Introduction

## 1 Objective

The objective of this Compliance Code ("Code") is to enhance the status of the Profession<sup>1</sup> by ensuring that OMIC<sup>2</sup> abides by high standards of professional conduct throughout OMIC Organization<sup>3</sup> to assure its ethical behaviour and the integrity of its services.

## 2 Definitions

Any words and expressions, which are defined in the December 2018 version of TIC Council Compliance Code and TIC Council Compliance Code Guidelines on Implementation, shall have the same meaning in this Code unless otherwise defined herein.

## 3 Code Documentation

This Code is based on the following documentation:-

- (i) TIC Council Compliance Code (1st Edition December 2018)
- (ii) TIC Council Compliance Code Guidelines on Implementation (1st Edition December 2018)

## 4 Date of Entry into Force

The First Edition of this Code entered into force on 1<sup>st</sup> April 2004. This Fifth Edition enters into force on 1st April 2020.

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<sup>1</sup> "Profession" means field of business concerned with assessment of relevant requirements as per normative documents such as standards, technical specifications, client specific requirements, code of practice and regulations including, but not limited to, sampling, testing, inspection, analysis, evaluation, verification, conformity assessment and certification.

<sup>2</sup> "OMIC" means Overseas Merchandise Inspection Co., Ltd. including entities designated as OMIC Group members except where the context otherwise requires, other entities within OMIC Organisation are included.

<sup>3</sup> "Organisation" means OMIC and OMIC's Subsidiary Companies, and any corporations, firms or other bodies, over which OMIC has effective legal and/or management control, whether or not engaged in the Profession. Fields of business falling outside the Profession are included, in order to enhance and protect the reputation of the profession as a whole, since they still fall under the control of OMIC.

## II Compliance Principles

### 1 Integrity

OMIC shall operate in a professional, independent and impartial manner in all its activities.

OMIC shall carry out its work honestly and shall not tolerate any deviation from its approved methods and procedures. Where approved test methods make provision for tolerances in results, OMIC shall ensure that such tolerances are not abused to alter the actual findings.

OMIC shall report data, test results and other material facts in good faith and shall not improperly change them, and shall only issue reports and certificates that correctly present the actual findings, professional opinions or results obtained.

### 2 Conflicts of Interest

OMIC shall avoid conflicts of interest with any related entities in which OMIC has a financial or commercial interest and to which OMIC is required to provide services.

OMIC shall avoid conflicts of interest between OMIC's companies and/or divisions engaged in different activities but which may be providing services to either the same client or each other.

OMIC shall ensure that its employees avoid conflicts of interest with its activities.

### 3 Confidentiality and Data Protection

OMIC shall respect the confidentiality and privacy of client's information and ensure processes are in place to adequately protect such information.

### 4 Anti-bribery

OMIC shall prohibit the offer or acceptance of a bribe in any form, including kickbacks, on any portion of a contract payment.

OMIC shall prohibit the use of any routes or channels for provision of improper benefits to, or receipt of improper benefits from customers, agents, contractors, suppliers or employees of any such party, or government officials.

### 5 Fair Business Conduct

OMIC shall conduct itself with the highest standards of business ethics and integrity, and shall not do anything which would bring its reputation, or the reputation of TIC Council or the TIC industry, into disrepute.

### 6 Health and Safety

OMIC shall implement adequate training and procedures to protect the health and safety of employees, customers, and third parties and shall monitor incidents with the view of minimizing risks in the course of business operations.

## 7 Fair Labour

**OMIC is aware of its social responsibility for its employees and the people, communities and environments in which it works and shall respect human rights.**