

ACTIVELY SUPPORTING



FCSI (UK & IRELAND) ALLIED MEMBERS CODE OF CONDUCT (AMENDED1)

1. General Conduct

1.1 Allied Members shall conduct their businesses in a manner that will support, not conflict with, the fundamental objectives of the FCSI. These objectives include promoting the ethical status of independent consulting within the foodservice industry, raising the brand profile of the FCSI, and open and transparent dealings with clients. They also include increasing professionalism through education and training, and encouraging consulting as a career.

2. Relating to the provision and or installation of equipment under a competitive tender managed by a Professional member on behalf of the client:

2.1 Any Allied member invited to tender shall, so far as practicably possible, offer equipment that fully meets the specification set out in the tender document. Where specific models from specific manufacturers are nominated, then unless those models are currently unavailable, the nominated item must be offered.

2.2 Any Allied member tenderer who offers alternative equipment due to non availability of products fully meeting the specification must justify this in writing and with all honesty and due care declare in writing any substantive differences in robustness, performance, warranty and after sales support.

2.3 Any Allied member tenderer invited to quote for supply of equipment must declare in writing any areas in which the equipment offered departs from the tender specification.

2.4 If during the course of installation a specified product becomes unavailable for whatever reason, an Allied member tenderer shall advise the Professional member in writing of the reason for non-availability and any proposed alternative will only be supplied with the prior agreement of the Professional member.

2.5 An Allied member tenderer, or any Allied member supplying equipment under the tender, shall not approach the Professional member's client to discuss any tender terms and conditions without the prior agreement of the Professional member.

2.6 Any Allied member, whether involved in a tender or not, shall not in any way, directly or indirectly, through financial or other means, attempt to influence a client into requesting a Professional member to depart from a tender specification, either before or after a tender has been let.

2.7 Allied Members will not pay commission to Professional Members or offer any financial inducement to encourage them to specify their products.

3. Relating to the provision of contract catering services under a competitive tender managed by a Professional member on behalf of the client:

3.1 Any Allied member invited to tender shall, so far as practicably possible, offer catering goods and services that fully meet the specification set out in the tender document.

3.2 Any Allied member tenderer who offers alternative goods or services to those contained within the specification must justify this in writing and with all honesty and due care declare in writing any substantive differences in service quality, delivery and/or cost.

- 3.4 If during the course of mobilisation a specified goods or service becomes unavailable for whatever reason, an Allied member tenderer shall advise the Professional member in writing of the reason for non-availability and any proposed alternative will only be supplied with the prior agreement of the Professional member.
- 3.5 An Allied member tenderer, or any Allied member supplying catering services under the tender, shall not approach the Professional member's client to discuss any tender terms and conditions without the prior agreement of the Professional member.
- 3.6 Any Allied member, whether involved in a tender or not, shall not in any way, directly or indirectly, through financial or other means, attempt to influence a client into requesting a Professional member to depart from a tender specification, either before or after a tender has been let.
- 3.7 Allied Members will not pay commission to Professional Members or offer any financial inducement to encourage them to specify their products.

4. Relating to the supply of management and design services involving competitive tendering:

- 4.1 From time to time a potential client might seek submissions from a number of parties for management or design services. These parties might include Professional members, Allied members or some that fall into neither category. In these circumstances, an Allied member making a submission should make it clear to the potential client that his company's income is largely derived from the sale of catering equipment or other products, goods and/or services. They should also state whether or not they intend to preclude themselves from bidding on the design/specification/tender.
- 4.2 An Allied member making a submission for management or design services will not attempt in any way to denigrate or devalue the independent professional status of FSCI Professional members.
- 4.3 Any Allied member making a submission for management or design services will not make any statement or utilise the FCSI logo in any way to assert or imply, directly or indirectly, Professional member status.

5. Relating to the marketing of equipment, services and other products:

- 5.1 An Allied member using the FSCI logo shall only do so on letterhead, product brochures, advertising, web page and other promotional material to indicate support of the aims and objectives of the FSCI, and not as an endorsement of a product or service. The logo shall clearly state that the Allied member supports the FCSI and shall in no way imply that they are a professional member.

I CONFIRM THAT I COMPLY WITH THE ABOVE CODE OF BEST PRACTICE

NAME: **COMPANY:**

SIGNED: **DATE:**