

[Company Header/Logo Placeholder]

Date: [Insert Date]

To: [Supplier Name]

Attn: [Contact Person/Management]

[Supplier Address]

Subject: Advisory Regarding Anti-Bribery and Corruption Compliance

Dear [Contact Name],

As part of [Your Company Name]'s commitment to ethical business practices and legal compliance, we are writing to reinforce the standards set forth in our Supplier Code of Conduct regarding Anti-Bribery and Corruption.

Our policy maintains a zero-tolerance approach toward bribery, kickbacks, and any form of corruption. We require all our suppliers, contractors, and business partners to adhere to the following principles:

- Compliance with all applicable local and international anti-corruption laws, including the Foreign Corrupt Practices Act (FCPA) and the UK Bribery Act, where applicable.
- Prohibition of offering, promising, giving, or authorizing any form of bribe or improper payment to public officials or private individuals to obtain or retain business.
- Maintenance of accurate books and records that fairly reflect all transactions and dispositions of assets.
- Reporting of any suspected unethical behavior or solicitation of bribes through our designated reporting channels.

Adherence to these standards is a mandatory condition of your business relationship with [Your Company Name]. Failure to comply with these requirements may result in the immediate termination of all outstanding contracts and disqualification from future business opportunities.

Please acknowledge your receipt of this advisory and your commitment to these standards by signing below and returning a copy to [Email Address/Department].

Sincerely,

[Name]

[Title]

[Your Company Name]

Acknowledgment:

I, the undersigned, hereby acknowledge receipt of this Anti-Bribery Advisory and confirm that [Supplier Name] complies with the aforementioned standards.

Signature: _____

Name and Title: _____

Date: _____