



John Artis Ltd Ethical Trading Policy

John Artis Ltd recognises that our ethical performance and reputation is an essential part of our commercial success and a vital social philosophy.

1. Employment

John Artis Ltd shall comply with all UK and European Union regulations and laws in respect of staff employment and staff working conditions. This policy shall also apply to temporary contracted labour. Employment shall be freely chosen. There shall be no forced, bonded or involuntary labour. Workers are not required to leave deposits or their identity papers with their employer and are free to leave their employer after reasonable notice.

2. Working conditions

A safe and hygienic working environment shall be provided. Adequate steps shall be taken to prevent accidents and injury arising out of, associated with, or occurring in the course of work. Access to clean toilet facilities, drinking water and sanitary facilities for food storage shall be provided.

3. Child labour

There shall be no recruitment of child labour. Companies shall develop or participate in programmes which provide for the transition of any child found to be performing child labour, to enable that child to attend and remain in quality education until no longer a child. Children and young persons under 18 shall not be employed at night or in hazardous conditions or as a minimum meet Local National Legal Standards.

4. Living wages

Wages and benefits paid for a standard working week must meet national minimum legal standards or industry benchmark standards, whichever is higher. Workers shall be made aware of their employment conditions.

5. Working hours

Working hours shall comply with national laws and industry benchmark standards, whichever affords the greater protection. They shall not be excessive. Workers shall be provided with at least one day off for every 7 day period. Overtime shall always be compensated at a premium rate or with time off in lieu of the extra hours worked. Working hours should meet local, national, legal or industry benchmark standards as a minimum.

6. Discrimination

There shall be no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race (including colour, nationality or ethnic origin), religion, belief, age, disability, gender, gender re-assignment, marital status, sexual orientation, or political affiliation.



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7. Harsh or inhumane treatment

There shall be no physical abuse or discipline, threat of physical abuse, sexual or other harassment verbal abuse or other forms of intimidation.

8. Bribery

Bribery is unacceptable. John Artis Ltd and its staff shall comply with the Bribery Act 2010, and as later amended.

9. Trading sanctions

John Artis Ltd shall recognise and observe all trading sanctions applied by the UK Government and that of the European Union.

John Artis Ltd will ensure that this policy is communicated and available to all relevant stakeholders, such as staff, customers and suppliers and sub-contractors, as appropriate.

John Artis Limited will, as far as is reasonably practicable, ensure that we, and our suppliers and our sub-contractors, comply with the stated policy requirements.

John Artis Ltd recognises that our customers should be able to trust our credentials in respect of this policy in order to enable them to make an informed choice as to whether they trade with John Artis Ltd.

The principles adopted by John Artis Limited in this policy document are based on the International accepted standards set out in the Ethical Trading Initiative (ETI) Base Code of Labour Standards.

This policy shall be reviewed annually as part of the management review process.

Last Update: November 2015