



Ethical Trading Policy 2023

Introduction

Newstaff Employment Services is committed to conducting business in an ethical and responsible manner. We recognise our responsibility to ensure the welfare of workers throughout our supply chain and to operate in a way that is environmentally sustainable and socially responsible. This Ethical Trading Policy outlines the standards and principles that guide our operations and relationships with suppliers and partners.

Our Commitments

To uphold our commitment to ethical trading, we adhere to the following principles:

Labour Standards: We commit to ensuring that all employment is freely chosen, working conditions are safe, wages are fair, and working hours are not excessive. We strictly prohibit child labour and forced labour in all our operations and supply chain.

Non-Discrimination: We are committed to creating a workplace and supply chain that is free from discrimination. We ensure equal opportunity and treatment regardless of race, colour, gender, religion, political opinion, nationality, social origin, or any other distinguishing characteristic.

Freedom of Association: We respect the right of all workers to form and join trade unions of their choice and to bargain collectively, without fear of intimidation or harassment.

Health and Safety: We prioritise the health and safety of all employees, contractors, and community members. We strive to provide a safe working environment, minimise risks associated with occupational hazards, and promote general health and safety awareness.

Environmental Sustainability: We are committed to reducing the environmental impact of our operations and supply chain. We promote sustainable resource use, waste management, and the reduction of greenhouse gas emissions.

Ethical Sourcing: We ensure that the products and services we procure are produced and delivered under conditions that do not abuse or exploit any workers or the environment.

Transparency and Accountability: We are committed to transparency in our ethical trading practices. We will regularly monitor and review our supply chain to ensure compliance with this policy, and we will take appropriate action in response to non-compliance.

Implementation and Monitoring

Supplier Engagement: We will communicate our Ethical Trading Policy to all suppliers and partners and expect them to adhere to equivalent standards.

Risk Assessment: We will conduct regular risk assessments to identify areas of potential ethical concern within our supply chain and implement mitigating actions accordingly.

Training and Capacity Building: We will provide training and resources to our employees and suppliers to ensure they understand and can implement the principles outlined in this policy.

Compliance Monitoring: Through audits, inspections, and feedback mechanisms, we will monitor compliance with our Ethical Trading Policy within our supply chain.

Reporting and Transparency: We commit to reporting publicly on our ethical trading performance and progress towards achieving our commitments.

Continuous Improvement

We recognize that ethical trading is an ongoing journey. We commit to continuous improvement of our policies and practices to address emerging challenges and opportunities in ethical trading.

Policy Review

This policy will be reviewed annually to ensure it remains relevant and effective in achieving our ethical trading goals.