

RJ Power has identified the following reasons to establish a comprehensive system of minimum labour standards to guide its business operations:

1. **Ethical Responsibilities** - the Company acknowledges its obligations towards its employees, stakeholders, and the communities in which we work and operate. The Company wishes to carry out work and to do business in an ethical fashion.
2. **Adverse Publicity and Damage to the Company's Reputation** – adverse publicity from the discovery of poor labour standards within the Company's business operations presents reputational and structural risks to the Company not only in terms of revenue, but also in respect of staff recruitment and retention. Poor labour standards can also lead to a loss of trust and confidence with suppliers and within the wider community. The Company therefore wants to do what is right and ensure this is promoted positively.
3. **Reduced Quality of Service** – the Company recognises that there is often a link between poor labour standards and poor quality of services. To this end, it is in the interest of RJ Power to ensure that the Company reaches and exceeds minimum labour standards requirements at all times.

To help identify a defined set of minimum labour standards, the Company has referred to several resources including the UN's Universal Declaration of Human Rights; European Convention Human Rights; and the Human Rights Act 1998.

These minimum labour standards are:

1. **Child Labour** – the Company does not and will not engage in or support the use of child labour. If the Company engages any young workers such as for work experience or industry placements, it will ensure that a suitable risk assessment is carried out and that young persons are not exposed to any hazardous conditions, or in any case work more than 8 hours per day.
2. **Forced or Compulsory Labour** – the Company shall not engage in or support the use of forced or compulsory labour, or bonded or involuntary prison labour. Employees are free to leave after providing reasonable notice in line with their individual contracts of employment.
3. **Health and Safety** – the Company shall provide a safe and healthy workplace environment and shall take effective steps to prevent potential accidents and injuries to employee's health by minimising, so far as is reasonably practicable, and in cooperation with its employees, workers and other members of staff, the causes of hazards present in the workplace. All employees will receive safety and job specific health and safety instructions during their employment with the RJ Power. Employees shall have access to clean sanitary facilities and drinking water. Responsibility for implementing the Health and Safety element of this policy is assigned to the CEO- RJ Power Group.
4. **Freedom of Association** – freedom of association is understood, and the Company will comply with UK and the Republic of Ireland labour relations legislation (as appropriate) in this regard.
5. **Discrimination** – the Company shall not engage in or support any discriminatory practices in recruitment, remuneration, access to training, promotion, termination, or retirement based on gender (including gender reassignment), marital status, family status, religious belief, disability, age, racial grounds (race, colour, nationality, or ethnic origin, including membership of the traveller community), sexual orientation or other conditions that could give rise to discrimination. The Company has in place an Equal Opportunities Policy which is provided to all new employees at induction.
6. **Disciplinary Practices** – the Company shall treat all employees and members of staff with dignity and respect. The Company shall not engage in or tolerate the use of corporal punishment, mental or physical coercion, harassment, intimidation, or verbal abuse of personnel. No harsh or inhumane treatment is allowed, and the Company shall ensure that no disciplinary procedure is operated except as per the Company's Employee Handbook.
7. **Working Hours** – the Company shall comply with applicable laws and industry standards on working hours and holiday entitlements in compliance with legal obligations and contracts of employment. The Company ensures that all employees have the legal right to be employed in the UK or the Republic of Ireland (as appropriate).
8. **Remuneration** - the Company shall comply with all laws and regulations regarding wages and benefits. All members of staff are remunerated in a way which is in excess of the national minimum wage in the UK or the Republic of Ireland as is appropriate.

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All employees and others working for RJ Power are required to comply with this policy. It is the responsibility of RJ Power management and supervisory staff to ensure that this policy and its arrangements are implemented.

This policy will be reviewed annually and revised as often as may be deemed appropriate by RJ Power and then communicated and explained to all employees and sub-contractors.

This policy is available to the public and all other interested parties on request.

Signed:



Peter White

Chief Executive Officer – RJ Power Group Limited

April 2021

Include if applicable:

I agree to abide by the above terms and conditions of the above Policy:

Print:

Signed:

Date:

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