

## QA 026 ETHICS POLICY

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Clearwater Electrical can confirm that the below statements are true for the entire organisation and that attention is given to all aspects under our Induction, Appraisal, Management Meetings, Staff Meetings and Supplier Selection procedures, all of which are governed under ISO 9001 accreditation.

### Anti Bribery and Corruption

Clearwater Electrical is committed to applying the highest standards of ethical conduct and integrity in its business activities in the UK and overseas. Every employee and individual acting on Clearwater's behalf is responsible for maintaining our reputation and for conducting company business honestly and professionally. We take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate.

**Child Labour:** No use or support of child labour

**Forced and Compulsory Labour:** No use or support for forced or compulsory labour; no required 'deposits' - financial or otherwise; no withholding salary, benefits, property or documents to force personnel to continue work; personnel right to leave premises after workday; personnel free to terminate their employment; and no use nor support for human trafficking.

**Health and Safety:** Provide a safe and healthy workplace; prevent potential occupational accidents; appoint senior manager to ensure OSH; instruction on OSH for all personnel; system to detect, avoid, respond to risks; record all accidents; provide personal protection equipment and medical attention in event of work-related injury; remove, reduce risks to new and expectant mothers; hygiene- toilet, potable water, sanitary food storage; decent dormitories- clean, safe, meet basic needs; and worker right to remove from imminent danger.

**Freedom of Association and Right to Collective Bargaining:** Respect the right to form and join trade unions and bargain collectively. All personnel are free to: organise trade unions of their choice; and bargain collectively with their employer. A company shall: respect right to organise unions and bargain collectively; not interfere in workers' organisations or collective bargaining; inform personnel of these rights and freedom from retaliation; where law restricts rights, allow workers freely elect representatives; ensure no discrimination against personnel engaged in worker organisations; and ensure representatives access to workers at the workplace.

**Discrimination:** No discrimination based on race, national or social origin, caste, birth, religion, disability, gender, sexual orientation, union membership, political opinions and age. No discrimination in hiring, remuneration, access to training, promotion, termination, and retirement. No interference with exercise of personnel tenets or practices; prohibition of threatening, abusive, exploitative, coercive behaviour at workplace or company facilities.

**Disciplinary Practices:** Treat all personnel with dignity and respect; zero tolerance of corporal punishment, mental or physical abuse of personnel; no harsh or inhumane treatment.

**Working Hours:** Compliance with laws and industry standards.

**Remuneration:** Respect right of personnel to living wage; all workers paid at least legal minimum wage; wages sufficient to meet basic needs and provide discretionary income; deductions not for disciplinary purposes, with some exceptions; wages and benefits clearly communicated to workers; paid in convenient manner - BACS transfer; overtime paid at premium rate; prohibited use of labour-only contracting, short-term contracts, false apprenticeship schemes to avoid legal obligations to personnel.



Andrew Turl

Director

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