ETHICAL SOURCING POLICY

At Reginald Maude Ltd we care about achieving environmental and social sustainability within the electrical and data installation industry and recognise the importance of delivering an affordable and sustainable installation as part of a buildings power, lighting and communications infrastructure.

We are committed to applying Ethical Sourcing Standards in our work and expect our suppliers, business partners and sub contractors to do so too. We respect human rights, ethical trading, organics and the environment and this is fundamental to how we work.

Reginald Maude Ltd recognise that no set of standards can deal with all situations and that some may need to be applied according to local frameworks or cultural sensitivities. Please talk to your contact at Reginald Maude Ltd if you have any questions.

Our approach is to work together with our suppliers, business partners and sub-contractors to apply our Ethical Sourcing Standards.

Signed

David Cameron

David Cameron
Managing Director

6th February 2012

OUR STANDARDS

Human rights and core labour standards

Voluntary employment – workers enter voluntarily into employee contracts. Employers should not hold or control the identity papers of their workers or retain a money deposit. Slave labour, forced labour, indentured labour and the use of prison labour are not acceptable. Workers are free to leave their employer after reasonable notice.

Freedom of association and rights to collective bargaining – employees should be permitted to join legally recognised labour/trade unions if they wish. Union representatives and members should not be discriminated against. Collective bargaining should not be obstructed.

Children and young workers – children work only under circumstances that protect them from physical risks and/or other risks which can harm them mentally, emotionally or spiritually. Worst forms of child labour are not acceptable. The employment of anyone under the age of 18 must not interfere with their education, which means that children under the minimum school leaving age must not be employed full-time.

Harassment, Harsh, Inhumane Treatment – all employees should be treated with respect and dignity and not be subject to verbal, physical, or sexual persecution, bullying, harassment, harsh or inhumane treatment in the workplace.

Equal employment opportunities, discrimination – provide employees with equal employment opportunities and do not discriminate based on gender, ethnicity, race, religion, disability, caste, social status, marital status, sexual preference, union membership or political affiliation. Promote diversity and value different contributions that individuals make.

Opportunities for development – value employees and reward them with opportunities for personal and job/career development.

Health, Safety, Hygiene

Create and provide a healthy, safe and hygienic work environment for employees and for products/services provided. Abide by relevant health and safety laws, including food safety regulations. Supply necessary safety equipment and training. Ensure that there are rest periods, suitable sanitation and potable water facilities. Working hours should neither be excessive nor contribute to an unsafe work environment.

Work Hours and Fair Remuneration

Work hours are reasonable. Remuneration is fair, aims for a living wage and is, at a minimum comparable to that offered by similar companies and in line with normal industry standards. Work hours and remuneration should meet local legal minimum standards and comply with local laws. Workers should have a written understanding of their employment contract. Overtime should generally be worked on a voluntary basis and paid at a premium. All obligations in respect of local social security payments and provisions must be met. Deductions from wages as a disciplinary measure are not permitted.

Environment

Minimise harm to the environment. Be carbon, energy, water and packaging conscious and work towards reducing these. Comply with local environmental laws, as a minimum.