



CCS Group Limited and its subsidiaries ("Cleshar, ITS and GPX") is committed to pursuing all its business activities with respect for human rights consistent with the principles of the United Nations Universal Declaration of Human Rights and the core International Labour Organisation Conventions.

The aim of this policy is to communicate to all employees of the Group, our customers, suppliers, investors and communities in which we work, that we uphold strong ethical, social and human rights values and treat everyone fairly, legally, and with respect and dignity.

We do not exploit or discriminate against anyone and refuse to do business with individuals or organisations that undermine the standards and principles of basic human rights or have links with oppressive regimes that give the Group cause for concern.

We apply the following human rights principles across the Group:

Anti-discriminative attitudes and respect for ethical values

- All Group employees are expected to behave in accordance with the highest standards of ethical conduct and integrity
- The Group does not tolerate any form of discrimination and disadvantage within the workplace. As defined in our Equality and Diversity Policy, we are committed to providing employees with equality of opportunity in all areas of employment and business regardless of age, gender identity, ethnicity or race, nationality, disability (both physical and mental), religion or beliefs, sexual orientation, marital or civil partnership status, working patterns, caring responsibilities, pregnancy, political affiliation or trade union membership
- The Group ensures that all employees are able to work in an environment free from harassment or bullying, including physical, psychological or verbal abuse

Employee Rights

- The Group endorses the principle that employment is freely chosen and prohibits forced, bonded or involuntary prison labour
- The Group supports the principle that employees are free to leave the Group after reasonable notice.
- The Group is committed to protecting the rights of individuals data under the Data Protection Act 2018, to ensure that we handle and protect personal data appropriately.

Safe and hygienic working conditions

- The Group aims to provide a safe and healthy working environment for all employees in carrying out their work, guided by applicable standards/legislation, industry knowledge and specific hazards
- The Group takes all reasonable steps to prevent accidents and injury to health by minimising, so far as is practicable, the causes of hazards inherent in the workplace and environment
- All employees receive the necessary health and safety training to undertake their work
- All employees have access to clean toilet facilities, potable water and, if appropriate, sanitary food storage facilities

Living wage

- Employees are paid wages and benefits for a standard working week that meet national legal living wage minimum requirements
- Prior to entering employment, employees are informed of their working terms and conditions in a written and understandable format in respect to their wages and the particulars of each payment/payment period
- Deductions not permitted by applicable legislation will only be made with the consent of the employee concerned

Working hours

- The working hours of Group employees comply with applicable national laws

Freedom of Association and the right of collective bargaining

- The Freedom of Association of all employees must be upheld at all times in compliance with national and other applicable laws and regulations
- The Group does not discriminate against employees' legal bargaining representatives



Prohibition of Child Labour

- The Group supports the long-term objective to eliminate child labour consistent with the United Nations Convention on the Rights of the Child and Convention 138 of the International Labour Organisation
- The Group does not directly employ children (anyone under the age of 18).
- Anyone under the age of 18 undertaking work experience would require prior approval.

Social responsibility

- **Environmental impact:** Conservation and protection of the environment are of the highest importance throughout the Group's business. We aim to minimise the impact of our operations on the environment and to provide a safe and healthy working environment for all our employees
- **Community relations:** We recognise the role we play within the communities in which we operate and we support organisations that work to promote human rights

This policy is reviewed on a regular basis to ensure that it continues to reflect the absolute commitment of the Group to upholding human rights in the workplace. Disciplinary measures are enforced against any Group employee who is found to be in breach of these human rights principles.

Michael Hesnan

Joint Managing Director

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Joint Managing Director