



Labour and Human Rights Policy

Code: POL/16

1. Introduction

- 1.1 This document details the overarching Company Policy concerning Labour and Human Rights Practices. Several sub-policies go into further detail on specific topics, these policies are referenced throughout this document.
- 1.2 Good labour and human rights practices are essential for fostering fair and equitable working conditions, promoting social justice, and protecting the dignity and well-being of individuals in the workforce.
- 1.3 The Company referred to throughout this document as Ede's is legally registered as Ede's (UK) Limited.
- 1.4 Ede's is committed to upholding the highest standards of labour practices and human rights within its operations and supply chain.

2. Policy Statement

- 2.1 This document explains the labour and human rights practices that Ede's is committed to, it details the main risk areas Ede's has in terms of labour and human rights violations and gives the approach taken to address these risks.
- 2.2 Ede's approach to business is guided by commitments to the principles of leadership, inclusivity, transparency, integrity, stewardship, and continuous improvement. These guiding principles support decisions within the business at the highest level and commit Ede's to respecting and going beyond internationally recognised labour and human rights standards.
- 2.3 Ede's adheres to the Universal Declaration of Human Rights, the International Labour Organization's (ILO) core conventions, and other relevant international and local legal standards.

3. Scope

- 3.1 This policy applies to all Colleagues of Ede's in all entities internationally and in the UK, regardless of seniority or site. It also extends to anyone working for or on Ede's behalf e.g., those engaged by Ede's on a self-employed basis or through an agency arrangement. Where reference is made to UK legislation it is expected the equivalent local legislation to be followed in other jurisdictions.

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3.2 The application of this policy includes where Ede's business involves the use of third parties e.g., suppliers; contractors. Ede's chooses to do business with organisations which have an equal commitment to labour and human rights. Conversely, Ede's will not do business with those who lack such a commitment.

4. Health and Safety

4.1 Ensuring a safe and healthy working environment is not only a fundamental aspect of protecting individuals' well-being but is also recognised as a human right.

4.2 Health and Safety (HS) management is an essential aspect of Ede's activities. The Ede's HS Manual has been developed based on the principles of the Plan, Do, Check, Act cycle. Further information can be found in the [Ede's HS Policy Statement and the Ede's HS Manual](#).

5. Diversity, Discrimination and Harassment

5.1 All workers should have equal access to a safe and healthy working environment, and the same potential for career progression and pay equality regardless of factors such as gender, age, race, or disability. Ede's believes in fostering a culture of respect, inclusivity, and dignity for all employees, regardless of their position, role, or background. For further details please see the [Ede's Equal Opportunities and Diversity Policy \(POL06\)](#).

5.2 Diversity

5.2.1 Ede's strives to create an inclusive workplace that embraces diversity in all its forms. Ede's recognises and values the differences among employees and believe that a diverse workforce contributes to the strength and success of the organisation.

5.2.2 Ede's is committed to promoting diversity at all levels of the organisation. This includes efforts to ensure diversity in recruitment, hiring, training, and career development opportunities.

5.2.3 Ede's have set an intention to monitor and report diversity metrics to the board and highlight any action that may need to be taken.

5.3 Discrimination

5.3.1 Discrimination involves treating individuals unfairly or unfavorably based on certain characteristics or attributes. These characteristics may include race, colour, religion, sex, gender, age, disability, national origin, or other legally protected categories. Discrimination can be systemic or individual. Ede's prohibit discrimination at both the individual and organisational level.

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- 5.3.2 Employees who believe they have experienced or witnessed discrimination should make a complaint informally in the first instance to their Line Manager.
- 5.3.3 In the case where an informal approach has not addressed the issue or the employee feels that the informal action is insufficient, the employee may wish to make a formal complaint in writing under the Company Grievance Procedure set out in the Ede's Employee Handbook.

5.4 Harassment

- 5.4.1 Ede's prohibits harassment in any form, including verbal, physical, visual, or written.
- 5.4.2 Harassment can occur between individuals or a group. It encompasses behaviors such as offensive jokes, slurs, name-calling, physical assaults, threats, intimidation, ridicule, insults, offensive objects or pictures, and interference with work performance. Harassment can be based on race, colour, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or any other protected status.
- 5.4.3 Employees who believe they have experienced or witnessed harassment should make a complaint informally in the first instance to their Line Manager.
- 5.4.4 In the case where an informal approach has not addressed the issue or the employee feels that the informal action is insufficient, the employee may wish to make a formal complaint in writing under the Company Grievance Procedure set out in the Ede's Employee Handbook.

6. Child Labour, Forced Labour and Modern Slavery

- 6.1 Ede's prohibits the use of child labour, defining "child" as any person below the age of fifteen. Ede's is committed to complying with international labour standards, including the International Labour Organization (ILO) conventions.
- 6.2 We support temporary internships, apprenticeships, customary seasonal employment, and educational programs for younger persons provided that such programs are closely supervised, parental permissions are granted where required, and the individuals involved do not have their health, safety, or compulsory education compromised in any way.
- 6.3 Ede's rejects any practices that involve coercion, exploit vulnerabilities, or infringe upon an individual's freedom to choose employment.
- 6.4 Ede's is not required to report on Modern Slavery, although we strongly believe that we should adopt the principles of the Modern Slavery Act. In so doing we can be seen by our staff and clients that we respect and comply with the value of the Act.

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6.5 Ede's expect any business partners, associates, suppliers, and contractors with whom we do business to uphold the similar standards by complying with applicable law in the countries where they operate and not engaging or permitting any child/forced labour or modern slavery. Failure to comply will result in Ede's discontinuing the business relationship.

7. Career Progression and Training

7.1 Ede's is committed to the development and training of all employees to support them develop job related skills and knowledge. The aim of the training and development will be focused on activities which support both the individual and the organisations objectives, both in the short and long term. Further details available in the [Staff Development and Training Policy \(POL12\)](#).

7.2 Ede's carry out an annual appraisal which allows employees to feedback any concerns they have, along with reviewing performance over the year and identifying training needs.

7.3 Ede's provides access to training via the platform iHasco to ensure employees are trained in the following key areas. Training records are available in the Ede's [Training Matrix](#):

- First Aid
- Fire Awareness
- Manual Handling
- Environmental Awareness
- Working at Height
- H&S Essentials
- Cyber Security Awareness
- Forklift Training (where relevant)

8. Whistleblowing

8.1 Employees and other stakeholders are encouraged to report any concerns or violations of this policy. Such reports can be made anonymously without fear of retaliation.

8.2 Please see the [Ede's Whistleblowing Policy](#) for more information.

9. Accountability and Reporting

9.1 The Board of Directors are accountable for ensuring that Ede's conducts business in a manner that meets the requirements of this Labour and Human Rights Policy, and to provide guidance to the business in terms of areas to focus.

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9.2 The indicators below are to be reported annually in the end of year ESG Report. Ede’s will conduct regular due diligence to identify, prevent, and mitigate adverse impacts on labour and human rights. This includes risk assessments, audits, and monitoring.

9.3 Health and Safety

- 9.3.1 No. work related injuries
- 9.3.2 No. work related fatalities
- 9.3.3 No. accidents
- 9.3.4 Lost Time Incident (LTI) frequency
- 9.3.5 Lost Time Incident (LTI) severity

9.4 Diversity, Discrimination and Harassment

- 9.4.1 Females on executive board - % (target >30%)
- 9.4.2 Unadjusted gender pay gap - (target <20%)
- 9.4.3 Age range of employees – (monitor only)
- 9.4.4 Permanent employees with access to social benefits - (target 100%)

9.5 Career Progression and Training

- 9.5.1 Ave. hours of training/FTE (target > 10hrs/FTE per year)
- 9.5.2 Employee turnover - (target <15%)

10. Policy Monitoring

- 6.1 This policy is not intended to be contractual and can be amended or withdrawn at any time.
- 6.2 This policy supersedes any previous agreements and/or documents previously communicated.
- 6.3 The policy will be monitored to confirm that the above arrangements are being adhered to in all areas.

11. Change Control

Version No	Page No	Date	Brief detail of changes
1		05/03/2024	Document created. Replaces and adds to historical policies: Modern Slavery (POL09) and Child Labour (POL15).

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