

Fair Trading Policy



Purpose

We are committed to supplying products that have been safely and ethically produced. We reserve the right to decline to trade with suppliers that do not demonstrate this commitment.

Scope

This policy applies to all suppliers to Finsbury Green.

Suppliers are responsible for ensuring all their suppliers used in relation to products provided to Finsbury Green also comply with this Fair Trade Policy.

This Fair Trade Policy defines the minimum standards to which all suppliers must adhere in order to trade with Finsbury Green. Finsbury Green requires all suppliers to fully obey the laws of the countries in which they operate. This includes (but not exclusively) all laws related to employment, safety, the environment and business operations.

Responsibility

Suppliers must:

- Comply with all applicable local and national environmental laws and endeavour to meet relevant international environmental standards.
- Have in place adequate safety infrastructure and ensure that staff receive adequate training and supervision to ensure their safety.
- Set out in writing for workers clear terms of employment, including wages, benefits and conditions for a regular working week.
- Pay workers at or above the local legal minimum wage for the work performed.
- Ensure that ordinary hours of work shall be consistent with local legislation.
- Ensure that all overtime must be voluntary and without coercion and should be duly paid in accordance with the agreed conditions of employment and local laws.
- Participate in legitimate apprenticeship or trainee programs to educate and assist students under school-leaving age.
- Support legitimate casual work for underage employees where appropriate, providing the work is light in nature, is performed in safe conditions and does not involve exploitation.
- Ensure that workers are genuinely free to terminate their employment at any stage with reasonable notice.
- Ensure that a worker's ability to do the job determines their employment and all associated conditions, rather than discrimination based on non-work-related factors, such as race, religion, gender, personal situations or beliefs.
- Ensure that workers are not disadvantaged or prevented from forming or joining communities which raise issues relating to mutual protection and dignity in wages and working conditions. environment, health and safety.

Suppliers must **not**:

- Accept or offer bribes, favours, inappropriate gains or other illegal or improper payments, whether in cash or otherwise.
- Use illegally harvested wood products, genetically modified wood products, paper originating from forests with serious social conflicts or originating from uncertified High Conservation Value Forests.

Fair Trading Policy (continued)

- Use child labour.
- Use compulsory or involuntary labour or debt bondage.
- Use contracts, trial periods or other arrangements to avoid legal obligations for pay and conditions.
- Use (either actual or implied) any physical, sexual or emotional forms of harassment, abuse, discipline or intimidation with any workers.

Finsbury Green reserve the right to visit supplier facilities to ensure adherence to this policy.