

MACH RECRUITMENT.

Ethical Trading Policy

Introduction

At Mach Recruitment, we are committed to conducting business in an ethical, sustainable, and socially responsible manner. This Ethical Trading Policy sets out our expectations and principles concerning the treatment of workers, the environment, and our relationships with suppliers. We strive to ensure that our business practices reflect the highest standards of integrity and respect for human rights.

Scope

This policy applies to all employees, suppliers, contractors, and business partners who work with Mach Recruitment in the UK and abroad. We require all parties in our supply chain to adhere to these ethical standards and practices.

Workers' Rights and Fair Labor Practices

Fair Wages and Benefits

All workers will receive wages that meets or exceeds the legal minimum wage and is sufficient to meet basic needs.

Benefits such as healthcare, leave, and pensions (where applicable) will be provided in accordance with local laws and regulations.

Working Hours

We support fair working hours in accordance with legal standards and best practices. Workers will not be required to work excessive overtime or under conditions that impair their health or safety.

Non-Discrimination

We uphold a policy of non-discrimination, ensuring that all workers are treated with dignity and respect. Discrimination based on race, gender, age, disability, religion, or sexual orientation is not tolerated.

Freedom of Association

Workers have the right to freely join trade unions or worker representatives and engage in collective bargaining without fear of retaliation.

No Forced or Child Labour

We have a strict policy against the use of forced labour, bonded labour, or child labour. All workers must be of legal working age as defined by local laws.

Health, Safety, and Welfare

We are committed to providing a safe and healthy working environment for all employees and workers in our supply chain. This includes providing necessary training, safety equipment, and facilities.

Suppliers must comply with all relevant health and safety laws and regulations, and we expect them to have appropriate procedures in place to mitigate workplace hazards.

Environmental Responsibility

Mach Recruitment supports sustainable practices across our supply chain and seeks to minimize our environmental impact. We encourage our suppliers to reduce waste, conserve resources, and reduce carbon emissions.

We expect suppliers to adhere to environmental laws and work towards sustainability in their operations, including responsible sourcing of raw materials.

Ethical Sourcing and Transparency

We commit to working with suppliers who uphold high ethical standards. All suppliers must provide full transparency regarding their practices, including traceability of materials, labour conditions, and environmental impact.

Suppliers should undergo regular audits or inspections to verify their compliance with ethical standards. Mach Recruitment reserves the right to perform these audits or request third-party assessments.

Anti-Corruption and Fair Competition

Mach Recruitment adheres to the highest standards of integrity and complies with all relevant anti-corruption laws, including the UK Bribery Act 2010.

We expect our suppliers and partners to act with fairness, transparency, and integrity in all business transactions, and to refrain from any form of bribery, corruption, or unethical practices.

Animal Welfare (if applicable)

For businesses involved in agriculture, food, or fashion industries, we commit to ensuring that animals used in production are treated humanely and ethically. We require our suppliers to comply with all relevant animal welfare laws and best practices.

Compliance with Laws and Standards

We comply with all relevant national and international laws regarding labour rights, environmental standards, health and safety, and anti-corruption. This includes compliance with:

- The UK **Modern Slavery Act 2015**
- The **Bribery Act 2010**
- **The UN Guiding Principles on Business and Human Rights**
- Relevant **International Labour Organisation (ILO) Conventions**

Reporting and Accountability

Mach Recruitment is committed to transparency and regular reporting on our ethical trading practices. We will provide updates on our efforts to meet the goals outlined in this policy.

Employees, suppliers, and business partners are encouraged to report any concerns or violations of this policy through confidential channels. Retaliation against whistleblowers is strictly prohibited.

Implementation and Monitoring

We are committed to reviewing and updating this policy regularly to ensure that it reflects current best practices, legal requirements, and business operations.

Mach Recruitment will conduct regular assessments and audits to ensure compliance with this policy. Non-compliance may result in corrective actions, including the termination of business relationships with suppliers who do not meet ethical standards.

Version	Date	Author	Description of Changes	Approved By
V.01	06/01/2018	MR	Initial version of Ethical Trading Policy	KB
V.02	06/01/2025	MR	Updated version of Ethical Trading Policy	KB