



## **KCP ENVIRONMENTAL SERVICES LTD**

### **Ethical Procurement Policy**

This statement sets out KCP Environmental Services Ltd policy on ethical procurement. It is based largely on the following principles with comments & references on how to put into practice.

- Working Conditions are safe- operate appropriate H&S policies & procedures
- Good Health is promoted-invest in measures to tackle ill health such as hours working and healthy eating awareness
- Employment is freely chosen-afford employees freedom of association with the right to join an independent trade union or other workers' association
- Working Hours are not excessive-comply with national and international law- no more than 48 hours on a regular basis, receive 1 day off every 7 days; overtime voluntary; overtime not to exceed 12 hours in any given week
- Wages meet at least the national legal standards-provision of easy to understand contract of employment.
- Training is provided- raise employees skills through training and access to professional development
- No discrimination is practiced-see Equality & Diversity Policy (KCP)
- Diversity and good workforce practices are encouraged
- Child labour is eliminated- support the elimination of child labour or are employed in hazardous conditions.
- No inhumane treatment is allowed- prohibit physical abuse or coercion or other forms of intimidation.

Suppliers should inform KCP about any concerns they have in applying the above principles. Additionally they are encouraged to keep written records to demonstrate that their actions are fair and above reproach and, where relevant, report on progress and future planned activity if requested to do so by KCP.

A handwritten signature in blue ink, appearing to read 'Wendy Pring', is centered on the page.

**Wendy Pring**  
**Managing Director – January 2020**