

# HUMAN RIGHTS POLICY

## Document Information

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Human Rights Policy	WT-00058	12 Dec 2023	Rev 1	New	No	Annual

## Document Revision

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## Table of Contents

<b>1. Introduction.....</b>	<b>1</b>
<b>2. Equal Opportunities and Non-Discrimination .....</b>	<b>1</b>
2.1. Equal Employment Opportunity .....	1
2.2. Non-Discrimination .....	1
<b>3. Fair Labour Practices .....</b>	<b>1</b>
3.1. Fair Wages and Benefits.....	1
3.2. Safe Working Conditions.....	1
<b>4. Freedom of Association and Collective Bargaining .....</b>	<b>1</b>
4.1. Right to Organise.....	1
4.2. Open Communication .....	1
<b>5. Child Labour and Forced Labour .....</b>	<b>1</b>
5.1. Child Labour .....	2
5.2. Forced Labour .....	2
<b>6. Supplier and Business Partner Responsibility .....</b>	<b>2</b>
6.1. Supplier Code of Conduct .....	2
6.2. Due Diligence .....	2
<b>7. Training and Awareness .....</b>	<b>2</b>
7.1. Employee Training.....	2
7.2. Stakeholder Engagement.....	2
<b>8. Reporting and Accountability .....</b>	<b>2</b>
8.1. Complaint Mechanisms.....	2
8.2. Accountability .....	2
<b>9. Continuous Improvement and Review .....</b>	<b>3</b>
9.1. Performance Monitoring .....	3
9.2. Continuous Improvement .....	3
<b>10. Approvals .....</b>	<b>3</b>

## 1. Introduction

The Human Rights Policy for Whitetree outlines our commitment to upholding human rights principles and standards in all aspects of our operations, including our interactions with employees, clients, suppliers, and stakeholders. As a remote working management consultancy, we recognise our responsibility to respect, protect, and promote human rights in our business activities.

## 2. Equal Opportunities and Non-Discrimination

**Whitetree commit to increasing the representation of underrepresented groups in our workforce by 10% over the next five years. These groups may include individuals from minority racial or ethnic backgrounds, women in certain industries or positions, people with disabilities, LGBTQ+ individuals, or any other demographic group that is underrepresented relative to their presence in the overall population.**

### 2.1. Equal Employment Opportunity

We are committed to providing equal employment opportunities to all individuals regardless of race, colour, ethnicity, nationality, religion, gender, sexual orientation, age, disability, or any other characteristic protected by law.

### 2.2. Non-Discrimination

We prohibit discrimination, harassment, and retaliation against employees, clients, suppliers, and stakeholders based on any protected characteristic, and we ensure that all individuals are treated with dignity, respect, and fairness in all aspects of employment and business interactions.

## 3. Fair Labour Practices

### 3.1. Fair Wages and Benefits

We ensure that all employees receive fair wages and benefits that meet or exceed legal requirements and industry standards, including minimum wage laws, overtime pay, and benefits such as health insurance, retirement plans, and paid time off.

### 3.2. Safe Working Conditions

We provide a safe and healthy work environment for all employees, whether they work remotely or in traditional office settings, and we take proactive measures to identify and mitigate workplace hazards and risks to prevent accidents, injuries, and occupational illnesses.

## 4. Freedom of Association and Collective Bargaining

### 4.1. Right to Organise

We respect employees' rights to freedom of association and collective bargaining, and we recognise and support their right to form or join labour unions, employee associations, or other representative bodies to advocate for their interests and negotiate collectively with management.

### 4.2. Open Communication

We maintain open lines of communication with employees and their representatives, encouraging constructive dialogue, feedback, and engagement on matters related to working conditions, wages, benefits, and other employment-related issues.

## 5. Child Labour and Forced Labour

**Whitetree have a zero-tolerance policy for modern slavery within our supply chain and set a target to eliminate all**

**instances of modern slavery within the next three years. This objective involves conducting thorough risk assessments, implementing robust due diligence processes, and taking immediate action to address any instances of modern slavery identified.**

### 5.1. Child Labour

We prohibit the use of child labour in any form and do not engage in or support any activities that exploit or harm children, including the recruitment, employment, or exploitation of children under the legal minimum working age.

### 5.2. Forced Labour

We prohibit forced labour, slavery, and human trafficking in all forms and do not tolerate any practices that compel or coerce individuals to work against their will or under threat of punishment, violence, or coercion.

## 6. Supplier and Business Partner Responsibility

**Whitetree aim to achieve transparency in our supply chain by ensuring that 100% of our engaged suppliers have a clear Supply Chain Standards policy that aligns and reinforces our company standards.**

**Whitetree aim to ensure that 100% of our suppliers are aware of and contracted against our Supplier Code of Conduct within the next 18 months. This objective aims to establish clear expectations for suppliers regarding labour standards, human rights, and modern slavery prevention.**

### 6.1. Supplier Code of Conduct

We require our suppliers, contractors, and business partners to adhere to ethical standards and codes of conduct that align with our human rights policy and commit to upholding human rights principles and standards in their operations and business practices.

### 6.2. Due Diligence

We conduct due diligence on our suppliers and business partners to assess their compliance with our human rights policy and evaluate the risks of human rights violations in their operations, taking appropriate measures to address any identified issues or concerns.

## 7. Training and Awareness

### 7.1. Employee Training

We provide training and awareness programs to employees on human rights principles, policies, and practices, ensuring they understand their rights and responsibilities and know how to identify and address human rights issues in the workplace.

### 7.2. Stakeholder Engagement

We engage with clients, suppliers, stakeholders, and community members to raise awareness of human rights issues and promote respect for human rights in our business activities and supply chain management practices.

## 8. Reporting and Accountability

### 8.1. Complaint Mechanisms

We establish confidential and accessible mechanisms for employees, clients, suppliers, and stakeholders to report human rights violations, grievances, or concerns, ensuring their complaints are promptly and impartially addressed.

### 8.2. Accountability

We hold ourselves accountable for upholding human rights principles and standards in all aspects of our operations, and we take responsibility for addressing any human rights violations or breaches of our human rights policy that occur within our organisation or supply chain.

## 9. Continuous Improvement and Review

### 9.1. Performance Monitoring

We monitor and evaluate our performance in upholding human rights principles and standards through regular assessments, audits, and reviews of our policies, practices, and impacts on human rights.

### 9.2. Continuous Improvement

We continuously strive to improve our human rights performance and practices, learning from our experiences, engaging with stakeholders, and implementing corrective actions to prevent human rights violations and promote respect for human rights in our organisation and supply chain.

By adopting and implementing this Human Rights Policy, Whitetree demonstrates its commitment to upholding human rights principles and standards in all aspects of its operations and promoting respect for human rights in its business activities. This policy will be communicated to employees, clients, suppliers, and stakeholders and reviewed regularly to ensure its effectiveness and relevance in addressing human rights issues and challenges.

## 10. Approvals

Management Approval required on update by signature below.

Signed:



Printed: David Brown, CEO

Dated: 15 December 2023