

HUMAN RIGHTS AND MODERN SLAVERY POLICY

Section 1: Purpose

The purpose of this policy is to define the measures taken to ensure that USSL wish to express support for fundamental human rights and avoid participating in business activities that abuse them including Modern Slavery

Section 2: Scope

This document applies throughout USSL and its Supply Chain on all contracts carrying out all services.

Section 3: Introduction

As outlined the business management system, our Human Rights and Modern Slavery policy applies to all USSL staff and Partners, including all employees, contractors and temporary workers. We also expect our suppliers to respect and adhere to this policy and we promote our policies with our community partners and encourage them to adopt these practices.

Section 4: Policy

Our policy below draws upon and considers the following:

- i. **Child Labour:** USSL will not use child labour and will comply with all relevant laws in this regard. We do, however, support legitimate workplace apprenticeships, internships and other similar programmes that comply with the applicable laws and regulations.
- ii. **Forced Labour:** USSL will not use forced, bonded or involuntary labour, and workers are not required to lodge “deposits” or identity papers with the firm and can leave after giving reasonable notice.
- iii. **Health, Safety and Hygiene:** All USSL employees will work in an environment that is both safe and healthy, in line with our Health and Safety Policy.
- iv. **Discipline:** USSL prohibits physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation. Disciplinary and grievance procedures are clearly documented and communicated to all employees in our Employment Manual. All disciplinary measures of a serious nature are recorded and actioned.
- v. **Working Hours:** USSL will ensure that working hours are not unduly excessive and comply with the law and industry standards.
- vi. **Equality of Treatment:** USSL is fully committed to eliminating discrimination in access to employment, training and working conditions, on grounds of race, colour, sex, age, religion, political opinion, national extraction, sexual orientation, disability or social origin and promoting equality of opportunity and treatment as outlined in the Employment Manual.
- vii. **Employment terms:** USSL will provide written and clear contracts which detail the terms and conditions of their employment. We will ensure that work performed by employees is on the basis of recognised employment law and practice.
- viii. **Remuneration:** USSL will, at a minimum, provide wages and benefits that meet national standards. We will provide employees with clear written information on their pay and conditions. USSL is committed to equal pay and benefits for men and women for work of equal value.

Note: USSL will remove any Supplier from its approved Suppliers List if found operating outside this policy.

Section 5: Control

The control of Human Rights and Modern Slavery Policy will be controlled in the following manner.:

- All suspicions malpractice associated with the policy will be investigated by the senior management team
- Any persons suspected of Malpractice associated with the policy will be immediately suspended from front line operations so as to minimise company risk
- Where necessary the police will be called in to investigate serious cases

Section 6: Document History

October 2016	New document
October 2018	Updated with new company branding