

Freedom of Association and Collective Bargaining Policy

1. Purpose

The purpose of this policy is to affirm Newfield Fabrications Co Ltd's commitment to upholding the rights of all employees to freedom of association and collective bargaining.

We recognise that these are fundamental human rights enshrined in UK law and international labour standards.

Newfield Fabrications Co Ltd supports an open, respectful, and collaborative relationship between management and workers.

2. Scope

This policy applies to:

- All employees, agency workers, contractors, and subcontractors of Newfield Fabrications Co Ltd;
- All suppliers, labour providers, and business partners engaged in manufacturing or related services for the company.

3. Legal and Ethical Framework

This policy is based on and compliant with:

- Trade Union and Labour Relations (Consolidation) Act 1992
- Employment Rights Act 1996
- Human Rights Act 1998 (Article 11 – Freedom of Assembly and Association)

4. Policy Statement

Newfield Fabrications Co Ltd fully respects and supports every worker's right to:

- Join or form trade unions of their own choosing;
- Participate in collective bargaining through chosen representatives;
- Engage in worker representation activities without fear of discrimination, harassment, or retaliation;
- Choose not to join a union if they so wish.

The company encourages open communication and mutual respect between management, workers, and their representatives.

5. Implementation

5.1 Freedom to Organise

- Workers are free to join or not join a trade union or worker association.
- No employee will be disadvantaged, threatened, or discriminated against for exercising their lawful rights of association.
- Worker representatives are permitted to carry out their representative duties without interference and within reasonable workplace arrangements.

5.2 Collective Bargaining

- Newfield Fabrications Co Ltd recognises and engages in good-faith collective bargaining with duly elected or recognised worker representatives or trade unions.
- Negotiations shall aim for fair and constructive outcomes regarding wages, working hours, and employment conditions.
- Collective agreements will be documented and accessible to all relevant employees.

5.3 Worker Representation Where Unions Are Not Present

- In workplaces where trade unions are not active, Newfield Fabrications Co Ltd will support the election of employee representatives through fair and transparent processes.
- These representatives will be given the opportunity to consult with management and raise worker concerns.

5.4 Management Responsibility

- Managers and supervisors must create an environment that fosters open dialogue and trust.
- They must not interfere with or attempt to influence workers' decisions regarding union membership or representation.

6. Suppliers and Contractors

All suppliers, contractors, and labour providers must:

- Respect the same principles of freedom of association and collective bargaining;
- Not obstruct or discourage union membership or worker representation;
- Allow workers to elect representatives freely and provide access for them to perform their functions;
- Cooperate with audits or investigations into potential breaches.

Non-compliance may result in corrective action, up to and including termination of the business relationship.

7. Communication and Awareness

- This policy will be made available to all employees and posted on notice boards or internal systems.
- Training/Instruction/Guidance will be provided to HR and management on workers' rights under UK law.
- New employees will be informed of their rights during induction.

8. Grievance and Reporting Mechanism

Employees and contractors can raise concerns or complaints regarding interference with association or bargaining rights through:

- The HR Department;
- The company's Whistleblowing or Grievance Procedure.

All complaints will be handled confidentially, investigated promptly, and without retaliation.

9. Monitoring and Review

Newfield Fabrications Co Ltd will:

- Regularly review and assess compliance with this policy;
- Consult with employee representatives or trade unions during reviews;
- Update the policy as required by changes in law, regulation, or best practice.

10. Continuous Improvement

Newfield Fabrications Co Ltd is committed to maintaining constructive employee–management relationships and promoting continuous improvement in workplace dialogue, representation, and engagement.

HR Department
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