

Supplier Human Rights Code of Conduct

1. Purpose

Newfield Fabrications Co Ltd is committed to conducting business ethically, responsibly, and in full respect of human rights.

This Supplier Code of Conduct outlines the minimum standards that all suppliers, contractors, and business partners must meet to work with Newfield Fabrications Co Ltd.

2. Scope

This Code applies to all organisations that supply goods or services to Newfield Fabrications Co Ltd, including:

- Direct suppliers and subcontractors;
- Labour providers and recruitment agencies;
- Any third parties involved in our supply chain.

Suppliers must ensure these standards are also upheld by their own subcontractors.

3. Our Human Rights Expectations

3.1 Freely Chosen Employment

- No use of forced, bonded, or involuntary labour.
- Workers must be free to leave employment after reasonable notice.
- Passports or personal identification must never be retained by the employer or recruiter.

3.2 No Child Labour

- No worker under the minimum legal working age or under 15 years old, whichever is higher, shall be employed.
- Young workers must not perform hazardous or night work.

3.3 Freedom of Association and Collective Bargaining

- Workers must have the right to join trade unions and bargain collectively without fear of discrimination or retaliation.

3.4 Fair Wages and Working Hours

- Wages must meet or exceed the UK National Minimum or Living Wage and comply with relevant laws.
- Working hours, overtime, and rest periods must follow Working Time Regulations 1998.
- Overtime must be voluntary and fairly compensated.

3.5 Equality and Non-Discrimination

- Employment decisions must be based on merit and ability, not on race, gender, age, religion, disability, sexual orientation, or any other protected status.
- Harassment, abuse, or intimidation of any kind is strictly prohibited.

3.6 Health, Safety, and Welfare

- Suppliers must provide a safe and healthy working environment.
- Necessary safety equipment, training, and welfare facilities must be provided.
- All operations must comply with the Health and Safety at Work etc. Act 1974.

3.7 Ethical Recruitment

- No worker shall pay recruitment or placement fees.
- Labour providers must be licensed by the GLAA where required.
- All terms of employment must be provided in writing and in a language workers understand.

3.8 Environmental Responsibility

- Suppliers must operate responsibly, minimising pollution, waste, and environmental harm.
- Compliance with all relevant UK environmental legislation is required.

3.9 Data Privacy

- Personal information must be processed securely and in compliance with the UK GDPR and Data Protection Act 2018.

4. Compliance and Monitoring

- Newfield Fabrications Co Ltd reserves the right to audit suppliers to verify compliance with this Code.
- Suppliers must provide access to relevant records, facilities, and personnel as requested.
- Non-compliance may result in corrective action, suspension, or termination of business.

5. Reporting Concerns

Suppliers and workers can confidentially report any human rights concerns or unethical practices to Newfield fabrications Co Ltd via: human.resources@newfield.co.uk

All reports will be handled confidentially, and retaliation will not be tolerated.

6. Continuous Improvement

Suppliers are expected to take proactive steps to improve working conditions and promote human rights throughout their operations and supply chains.

7. Acknowledgement

By signing below, the supplier confirms that it has read, understood, and agrees to comply with this Human Rights Code of Conduct and all relevant UK laws.

Supplier Name

Authorised Representative

Position

Signature

Date
