# ETHICAL LABOUR SOURCING POLICY





### INTRO

### Introduction

Click Clack Vending is committed to adhering to the principles and requirements of the Ethical Labour Sourcing Standard, BES 6002. This policy outlines our commitment to ensuring that labour sourcing and procurement at all levels of our business and supply chains are conducted ethically and responsibly.

#### Scope

This policy applies to all individuals working for or on behalf of Click Clack Vending, including employees, directors, officers, agency workers, volunteers, contractors, and suppliers.



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## **POLICY STATEMENT**

#### **Policy Statement**

Click Clack Vending is dedicated to fostering a workplace that upholds the principles of ethical labour sourcing. We are committed to:

- **1. Compliance with Laws and Regulations**: Adhering to all applicable laws, regulations, and standards concerning labour and employment rights.
- **2. Respect for Human Rights**: Respecting and promoting human rights and avoiding complicity in any human rights abuses.
- **3. Fair Working Conditions**: Ensuring fair working conditions, including reasonable working hours, fair wages, and the right to freedom of association.
- **4. Equal Opportunities**: Promoting equal opportunities and avoiding discrimination based on race, gender, age, religion, disability, or any other characteristic.
- **5. Skills and Training**: Encouraging skills development and training to support the fulfilment of workers' potential.
- **6. Supply Chain Responsibility**: Working with suppliers and contractors who adhere to similar ethical labour sourcing principles.





### RESPONSIBILITIES

#### Management

- 1. To develop and implement strategies and procedures in line with BES 6002.
- 2. To communicate and enforce this policy across the organization.

#### **Human Resources**

- 1. To ensure recruitment processes align with the principles of ethical labour sourcing.
- 2. To provide training and awareness programs on ethical labour sourcing.

### **Procurement & Supply Chain**

- 1. To assess and monitor the labour sourcing practices of suppliers and contractors.
- To foster relationships with suppliers who adhere to ethical labour sourcing principles.

#### **Employees**

- 1. To adhere to the principles outlined in this policy.
- 2. To report any concerns or breaches of this policy to their immediate supervisor or manager.



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# ACTIONS

### Implementation and Monitoring

Click Clack Vending will establish procedures to implement and monitor compliance with this policy, including regular reviews and audits of internal processes and supply chains.

### Reporting

Employees and other stakeholders are encouraged to report any concerns or violations of this policy through appropriate channels within the organization.

### **Training and Awareness**

We will provide necessary training to employees to ensure understanding and compliance with this policy.

### Review

This policy will be reviewed annually to ensure its effectiveness and alignment with the BES 6002 standard.



ETHICAL LABOUR SOURCING

### APPROVAL



This policy has been approved by Director of Click Clack Vending.

Date: 06/09/2023





