

Ethical Trading Policy

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Introduction

Klipspringer Ltd. are committed to Ethical trading with both its Suppliers and Customers. Therefore, we choose to only develop relationships with Suppliers who are aligned with our expectations of ethical trading and operate in line with the ETI baseline core principles as outlined below.

The company expects all of its Directors and Employees to carry out their duties for the business to the highest ethical and socially responsible standards and in line with all relevant legal requirements.

The standards of behaviour and performance is maintained in the company's dealings with employees, customers, suppliers and all other stakeholders.

As part of this commitment, Klipspringer is a member of Sedex.

Sedex is an on online platform that allows companies to share and manage supply chain information regarding labour standards, health and safety, the environment and business ethics. Klipspringer is registered as an B member on Sedex.

Sedex membership No. ZC202532931.

Klipspringer supports the core principles put together by the U.K. Ethical Trading Initiative (ETI) that brings together companies, NGO's and trade unions, to ensure good working conditions wherever people are engaged in the supply of goods or services. The ETI is supported and part-funded by the U.K. government.

The main principles of the ETI baseline are:

1. Employment is freely chosen

There is no forced, bonded or involuntary prison labour.

Workers are not required to lodge "deposits" or their identity papers with their employer and are free to leave their employer after reasonable notice.

2. Freedom of association and the right to collective bargaining

Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively. The employer adopts an open attitude towards the activities of trade unions and their organisational activities.

Workers representatives are not discriminated against and have access to carry out their representative functions in the workplace.

Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates, and does not hinder, the development of parallel means for independent and free association and bargaining.

Date of issue	06-01-2022	Revision No.	003	Revised by	S Britton
Authorised by	M. Carlyon	Document No.	QPO006	Page 1 of 3	

Ethical Trading Policy

3. Working conditions are safe and hygienic

A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of the work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.

Workers shall receive regular and recorded health and safety training, and such training shall be prepared for new or reassigned workers.

Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.

Accommodation, where provided, shall be clean, safe and meet the basic needs of the workers.

The company observing the code shall assign responsibility for health and safety to a senior management representative.

4. Child labour

There shall be no recruitment of child labour.

Companies shall develop or participate in and contribute to policies and programmes which provide for the transition of any child found to be performing child labour to enable him or her to attend and remain in quality education until no longer a child; "child" and "child labour" being defined below.

Children and young persons under 18 shall not be employed at night or in hazardous conditions.

Definitions:

Child: A child is any person less than 15 years of age unless local minimum age law stipulates a higher age for work or mandatory schooling, in which case the higher age shall apply. If, however local minimum age law is set at 14 years of age in accordance with developing country exceptions under ILO Convention No 138, the lower will apply.

Young person: Any worker over the age of a child as defined above or under the age of 18.

Child labour: any work by a child or young person younger than the age(s) specified in the above definitions, which does not comply with the provisions of the relevant ILO standards, and any work that is likely to be hazardous or to interfere with the child's or young person's health or physical, mental, spiritual, moral or social development.

5. Living wages are paid

Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event wages should always be enough to meet the basic needs and to provide some discretionary income.

All workers shall be provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

Date of issue	06-01-2022	Revision No.	003	Revised by	S Britton
Authorised by	M. Carlyon	Document No.	QPO006	Page 2 of 3	

Ethical Trading Policy

6. Working hours are not excessive

Working hours comply with national laws and benchmark industry standards, whichever affords greater protection.

In any event, workers shall not on a regular basis be required to work in excess of 48 hours per week and shall be provided with at least one day off for every 7-day period on average. Overtime shall be voluntary, shall not exceed 12 hours per week, shall not be demanded on a regular basis and shall always be compensated at a premium rate.

7. No discrimination is practised

There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

8. Regular employment is provided

To every extent possible, work performed must be on the basis of a recognised employment relationship established through national law and practice.

Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub-contracting, or home working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.

9. No harsh or inhumane treatment

Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

Klipspringer is kept up to date with current legislation with regards to Ethical matters via Government agencies. The minimum and national living wage is reviewed annually. An insurance broker acts on behalf of the company with regards to insurances, all of which are renewed annually. This is the responsibility of the Board of Directors.

Health & Safety and Environmental updates are communicated via the HSE, Health & Safety publications and general online guidance. It is the responsibility of the Health & Safety Manager to keep relevant personnel up to date with any changes.

We will review our employee and practices on a regular basis to ensure the principles as outlined above are being maintained.

Signed:



Name:

Murray Carlyon
Director

Date:

06-01-2022

Date of issue	06-01-2022	Revision No.	003	Revised by	S Britton
Authorised by	M. Carlyon	Document No.	QPO006	Page 3 of 3	