



Equal Opportunities Policy

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Equal Opportunities, Employment & Welfare Standards

MaxRecycle firmly believes in supporting and protecting the health, safety, welfare, security, and dignity of all employees and has policies that underline that commitment. We ensure ethical recruitment and employment practices, safe work practices, as well as safe and healthy working conditions for all employees; as such, all employees shall receive the following fundamental principles:

- Information shall be provided to ensure employees understand their human and labour rights and entitlements under the law and this Policy.
- The dignity of employees shall be protected and preserved. Inhumane treatment, abuse and humiliating disciplinary action shall not be tolerated;
- Forced, compulsory or bonded labour, human trafficking practices, or any other violations of human and labour rights is not permitted;
- Recruitment, selection, and hiring will be conducted in a fair and ethical manner. Discrimination on the basis of nationality, gender, sexual orientation, pregnancy status, family status, ethnicity, social status, political affiliation, race, or religion is not permitted;
- Employers shall ensure that Foreign Migrant Workers understand the terms and conditions of their employment and are provided with written contracts in a language that they understand. Illiterate Foreign Migrant Workers shall have the terms and conditions verbally communicated to them;
- Working environments shall be clean, secure, safe, and healthy;
- Employees shall have unrestricted access to water and toilet facilities at all times;
- All employees must be treated equally and fairly, irrespective of their nationality, gender, sexual orientation, pregnancy status, family status, ethnicity, social status, political affiliation, race, or religion;
- Wage payments shall be made as agreed and on time;
- Persons under the age of 16 shall not be employed;
- Employees have the freedom to exercise their legal rights, including raising a grievance, freedom of movement, resignation, freedom of association, or refusing to perform work that poses an unacceptable safety or health risk;
- Contractors, subcontractors and third parties falling under the coverage of this Policy will bear full responsibility for fulfilling the requirements of this Policy.

Signed:



Print Name: W.S. Hawthorne
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