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## **ETHICAL EMPLOYMENT & TRADING POLICY**

Hunting PLC is required to comply with the 2015 Modern Slavery Act (“the Act”). As part of our compliance to the Act, the Company has implemented this Ethical Employment & Trading Policy, which is applied across all of Hunting’s global operations:

All Hunting group companies will:

- Adhere to local government policies and laws published which mitigate the risks associated with the abuse of employees through modern slavery or human trafficking.
- Adhere to any Government recognised trading sanctions;
- Refuse to work with any client, customer or supplier which, we have reason to believe, exploits their employees unfairly.

### **Employees**

Hunting is committed to ensuring that our employment practices and corporate regulations ensure the protection of the rights of all those who work for us. In many areas we aim to operate above the minimum standards required by law to ensure our employees are safe, fairly rewarded and valued.

### **Customers**

Hunting is committed to communicating its ethical and social responsibility credentials to its customers so they are aware of our position on compliance with ethical standards.

### **Suppliers**

Hunting is committed to encouraging our suppliers to operate to the same ethical standards we employ ourselves.

### **Code of Practice**

Hunting has adopted this Ethical Employment and Trading Policy which applies to:

- Staff directly employed by Hunting on temporary or permanent contracts.
- Staff indirectly employed or provided by contractors or employment agencies to work on Hunting’s premises or to undertake work for or on behalf of Hunting

*Code*

- No forced, bonded or involuntary labour shall be used.
- Staff are not required to lodge deposits or identity papers with us.
- Staff are free to leave Hunting after reasonable notice.
- Not employing child labour (as defined by local employment laws within the countries Hunting operates);
- Working conditions are safe and hygienic.
- Hunting has stringent Health and Safety measures in place to prevent accidents and recordable incidents.
- Hunting has a published Health & Safety Policy with training regularly provided to relevant staff.
- Working hours and remuneration are reasonable and comparable to other companies in our sector.
- Staff are given written terms and conditions of employment that detail the employment relationship and the respective obligations of the employee and employer, rates of pay, working hours, grievance and disciplinary procedures, holiday entitlement, absence and sick pay rules and notice periods for termination of employment.
- No deductions are made from wages as a disciplinary measure, and pay slips detailing lawful deductions are provided for each pay period.

Hunting has procedures in place whereby breaches of this policy or any matters of concern can be confidentially reported to the Board of Directors. Details of these procedures are available on internal company noticeboards and are regularly communicated via inhouse publications.

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