

# LABOUR STANDARDS ASSURANCE SYSTEM POLICY

## Introduction

RB Medical supplies over 4,000 surgical instruments and products to UK and export markets. We comply with all UK labour laws and aim to treat our workers fairly, honestly and with respect for their basic human rights and well-being.

In sourcing products from several different countries, we aim to uphold internationally agreed standards of labour and seek only to work with suppliers who are prepared to commit themselves to meeting the requirements of this policy and our supplier code of conduct.

## Aims

The aim of this policy is to promote awareness and understanding of employment laws and ethical standards. We hope to develop better ethical standards by detailing our labour standards to all of our supply chain. This policy also outlines the standard required of potential future suppliers.

## RB Medical's Labour Standard objectives are as follows:

- To become an ethical company by maintaining the LSAS Level 3 requirement.
- Carry out a monthly review of any updated legislation that may be relevant to both RB Medical and our suppliers.
- Carry out an annual review of supplier responses.

## Scale

RB Medical is committed to implement this policy in-line with EU law as an SME.

## Policy review

RB Medical will review this policy periodically in order to continually improve, taking in to account any LSAS policy and legislation changes, any requirements needed to ensure that we have suitable and effective policy will be adhered to. The policy will be reviewed routinely at the company's management review meetings and will be integrated in to our quality management system.

## Minimum Labour Standards

**Ethical Responsibilities** – RB Medical accepts its obligation to its employees, customers and suppliers within the sector we work to operate in an ethical manner. We wish to work and trade in an ethical fashion.

**Threat to security of supply** - RB Medical has recognised that labour standards abuses in supply chains can pose a significant risk to the security of supply. Any supply chain partners of RB Medical committing abuses face legal enforcement action which could damage business and obstruct their ability to continue to supply.

Adverse publicity and damage to the company's reputation – Adverse publicity from the discovery of labour standards abuses in RB Medical's supply chain presents risks to the structure and reputation of the company:

- 1) Income – Customers may choose to purchase from other providers.
- 2) Staff recruitment and retention – Staff retention may be affected as people may not want to work for a company associated with labour standards abuses; it may also lead to poor morale in the workplace and difficulty in recruiting new employees.
- 3) Loss of trust – both with customers and suppliers and in the wider community.

**Quality of goods and services** – RB Medical recognises that there is typically a link between poor labour standards and poor quality of goods. It is in the interest of RB Medical to ensure its suppliers reach minimum labour standards requirements at all times.

To help define the above minimum labour standards, RB Medical has referred to the following resource documents:

- Social Accountability International's SA8000 document
- UN's Universal Declaration of Human Rights

## Local laws and legislation

All suppliers must adhere to local laws and legislation relevant to them.

## Minimum Labour Standards UK

### 1. Child Labour -

RB Medical does not engage in or support the use of child labour. If RB Medical engages any young workers (work experience) we will ensure that a suitable risk assessment has been carried out and that young workers are not exposed to hazardous conditions or in any case work more than 8 hours per day.

### 2. Forced and Compulsory Labour –

RB Medical shall not engage in or support the use of forced or compulsory labour, or bonded or involuntary prison labour. Employees are free to leave upon reasonable notice.

### 3. Health and Safety –

RB Medical shall provide a safe and healthy workplace environment and shall take effective steps to prevent potential accidents and injury to employees' health by minimizing, so far as reasonably practicable, and in co-operation with its employees, the causes of hazards inherent in the workplace. All employees will receive safety and job specific instructions during the course of their employment within RB Medical. Employees will have access to clean sanitary facilities and drinking water.

### 4. Freedom of Association –

RB Medical respect freedom of association and will comply with UK labour relations legislation in regard to this.

### 5. Discrimination –

RB Medical will not engage in or support any discriminatory practices, in hiring, remuneration, access to training, termination or retirement based on race, national or social origin, caste, religion, gender, sexual orientation, political affiliations, age or other conditions that could give rise to discrimination. RB Medical has a diversity and equality policy which is shown to all new employees at induction.

### 6. Disciplinary Practices –

RB Medical shall treat employees with respect and dignity. We will not engage in or tolerate the use of mental or physical coercion, verbal abuse or corporal punishment of any of our employees. No harsh or inhumane treatment will be allowed.

### 7. Working hours –

RB Medical shall comply with relevant laws and industry standards on working hours and holiday entitlement. RB Medical's working hours do not exceed 48 hours per week and overtime is no more than 20 hours per week. We ensure that all employees have the legal right to be employed in the UK.

#### 8. Remuneration –

RB Medical shall comply national laws and regulations relating to wages and benefits. All work-related activities are carried out on the basis of a recognised employment relationship established in accordance with national law and practice.

#### **RB Medical also commits to:**

- Ensure that all of our key contractors, sub-contractors and suppliers are aware of this policy.
- Comply with relevant legal and other requirements to which we subscribe.
- Make available sufficient time and resources for the implementation of this policy.

A handwritten signature in black ink that reads 'Chad Harris'.

Chad Harris  
Managing Director  
RB Medical Engineering Ltd.

Date: 08/03/2023