Ethical Policy

Policy Statement

BE Recruitment is committed to upholding the highest standards of ethical conduct in all aspects of its operations. We value integrity, fairness, respect for human rights, and the promotion of safe, lawful, and equitable working conditions. This policy outlines the principles we follow to ensure our practices reflect these values and to comply with national and international labour standards. BE Recruitment maintains a zero-tolerance approach to modern slavery, forced labour, human trafficking and labour exploitation. Any concerns regarding modern slavery must be reported immediately and investigated in accordance with company procedures.

Objectives

The primary objectives of this Ethical Policy are to:

- Ensure all workers are treated fairly, respectfully, and lawfully.
- Promote safe and hygienic working conditions.
- Eliminate child labour, forced labour, and discrimination in the workplace.
- Provide transparency in wages, working hours, and employment practices.
- Uphold freedom of association and collective bargaining.
- Prevent inhumane or abusive treatment of workers.
- Align with international standards including ILO Conventions and UK labour law.

Scope

This policy applies to all employees, contractors, agency workers, and anyone else engaged to perform work for or on behalf of BE Recruitment, whether directly or indirectly. BE Recruitment expects suppliers, clients, subcontractors and business partners to uphold standards equivalent to those contained within this policy. Where appropriate, the Company may conduct due diligence, request evidence of compliance, and take action where significant ethical concerns are identified.

Engagement is Freely Chosen

There is no forced, bonded, or involuntary prison labour. Workers are not required to lodge “deposits” or their identity papers with BE Recruitment and are free to leave their employer after reasonable notice.

BE Recruitment is proud to be part of the Stronger Together campaign.

Freedom of Association and Collective Bargaining

Workers have the right to join or form trade unions of their choice and to bargain collectively without discrimination.

BE Recruitment supports union activities and does not interfere with worker representation. Where legal restrictions apply, the company supports alternative lawful means for collective engagement.

Safe and Hygienic Working Conditions

We ensure a safe and hygienic work environment, taking preventive steps against potential hazards. Workers receive regular health and safety training, including on re-assignment.

Facilities provided include clean toilets, potable water, and sanitary food storage where needed. Any provided accommodation is clean, safe, and meets basic needs.

Responsibility for health and safety lies with a designated senior manager.

Child Labour Shall Not Be Used
We prohibit the recruitment of child labour. Should any instance of child labour be identified, the Company will take immediate remedial action in accordance with recognised best practice, prioritising the child's welfare, education, and long-term wellbeing. Workers under 18 are not employed at night or in hazardous conditions.

Wages and Benefits
Wages meet or exceed the UK National Minimum Wage.
All workers receive clear, written information about their pay and conditions.
Unlawful wage deductions are not permitted. Disciplinary measures must be documented and fair.

Working Hours
Working hours are contractual and capped at 48 hours per week, unless workers voluntarily opt out of the 48-hour average working week limit where legally permitted.
Overtime is paid appropriately and is not used to substitute regular employment.
Total weekly hours will not exceed 60, except under exceptional, lawful, and safeguarded circumstances.
Workers are entitled to at least one day off in every seven-day period, or two in fourteen, depending on national law.

No Discrimination
The Company is committed to equality, diversity and inclusion and does not tolerate discrimination, harassment or victimisation based on any protected characteristic including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Regular Employment
Employment must be based on recognised legal relationships.
We do not use labour-only contracting, excessive fixed-term contracts, or false apprenticeships to avoid legal responsibilities.

No Harsh or Inhumane Treatment
BE Recruitment has zero tolerance for physical abuse, threats, harassment (including sexual), verbal abuse, or any form of intimidation. BE Recruitment is committed to taking reasonable steps to prevent sexual harassment and maintaining a respectful working environment. Allegations of sexual harassment will be treated seriously and investigated promptly.

Reporting
Workers are encouraged to report any suspected breach of this policy, including concerns relating to safety, exploitation, discrimination, harassment, modern slavery or unethical conduct. Concerns may be raised without fear of retaliation and will be investigated appropriately.

Monitoring and Review
This policy will be reviewed annually or sooner in response to legal or operational changes.

Document Control and Accountability
- Review Date: 23/09/2027
- Approved by: Lisa Ridley

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