

ETHICAL TRADING POLICY

The MLT Group

Effective Date: 25th October 2024

Review Date: 25th October 2025

Approved by: Managing Director

1. Policy Statement

The MLT Group is committed to conducting business ethically, responsibly, and with integrity. As a recruitment agency, we recognise our role in promoting fair and humane working conditions, both within our organisation and throughout our supply chain, including our clients, candidates, and service partners.

This policy is guided by the **Ethical Trading Initiative (ETI) Base Code**, the **Modern Slavery Act 2015**, and our obligation to treat all workers with dignity, fairness, and respect.

2. Scope

This policy applies to:

- All employees of The MLT Group
 - Temporary workers, contractors, and candidates we place
 - Clients, suppliers, and other third-party partners
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3. Our Commitments

We are committed to the following principles of ethical trading:

3.1 Employment is Freely Chosen

- We do not tolerate forced, bonded, or involuntary labour.
- Workers are free to leave employment after reasonable notice.

3.2 Freedom of Association

- Workers have the right to join or form trade unions and collective bargaining groups.

3.3 Safe and Hygienic Working Conditions

- We ensure safe and healthy workplaces, both internally and for placements, in line with health and safety law.

3.4 Child Labour Shall Not Be Used

- We do not recruit or support child labour.
- We adhere to minimum legal working age laws.
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3.5 Wages and Benefits

- All workers must receive at least the **National Minimum Wage**.
- No unlawful deductions or delays in payment are permitted.

3.6 Working Hours Are Not Excessive

- Working hours comply with UK working time laws.
- Overtime is voluntary and fairly compensated.

3.7 No Discrimination

- Equal opportunities are provided regardless of age, gender, race, religion, disability, or other protected characteristics.
- See our **Equal Opportunities Policy** for full details.

3.8 Regular Employment

- We provide secure and regular employment where possible, in line with employment law.
- Use of agency or short-term contracts is transparent and compliant.

3.9 No Harsh or Inhumane Treatment

- Physical abuse, harassment, threats, or coercion of any kind are not tolerated.
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4. Supply Chain Responsibility

We expect our clients, umbrella companies, and suppliers to:

- Comply with this Ethical Trading Policy
- Meet all legal and ethical labour standards
- Avoid the use of unethical labour practices in their operations

We reserve the right to cease working with partners who fail to meet these standards.

5. Modern Slavery and Human Trafficking

We have a zero-tolerance approach to modern slavery and comply fully with the **Modern Slavery Act 2015**.

We conduct due diligence on all workers and suppliers, including:

- Right to work checks
 - Ethical sourcing reviews for supply chain partners
 - Transparent recruitment processes
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6. Monitoring and Implementation

- This policy is reviewed **annually** or following changes in law or business practice.
 - We assess risk in our supply chain and take steps to mitigate it.
 - Staff receive **training on ethical recruitment** and responsible business practices.
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7. Reporting Concerns

Anyone with concerns about unethical practices related to [Your Company Name] can report them confidentially to:

Lei Turner – Lei.turner@themltgroup.co.uk

We will investigate all concerns and take appropriate action.

Signed: ____MJ Turner_____

Mitch Turner – Managing Director

Date: ____25th October 2024_____