

DELMORE LTD – LABOUR STANDARDS ASSURANCE SYSTEM POLICY

Delmore Ltd manufactures a range of foam and textile products which are supplied into the NHS via the following Framework Agreement:

Transacted Textiles (OJEU Reference 2013/S 069-114686) REF: FAG000016448

The Company is committed to upholding an ethical policy which is appropriate in nature and scale to the Company and in line with its status, as defined by EU and UK law, as an SME.

This policy complies to the NHS Code of Conduct and to LSAS Level 3 standard

These ethical standards cover:

1. Child Labour
2. Forced or Compulsory Labour
3. Freedom of Association and right to Collective Bargaining
4. Discrimination
5. Health and Safety
6. Working Hours
7. Remuneration

As part of our commitment to Quality Assurance Standards and ISO 1009 (2015) we continually assess and monitor our own performance and process controls and those of our Suppliers in order to ensure that standards are continuously improving.

Delmore commits to making available adequate resources for the implementation of this policy. The Labour Standards Assurance Policy (LSAS) is maintained by Miss E.A. Munro Managing Director of Delmore Ltd, assisted by Mrs Linda Martin-Smith from the office and Mrs Lisa Morris in charge of Production.

1. Introduction

As a manufacturer of Healthcare Products, Delmore Ltd recognises its obligation to provide all its Customers with high quality, professional goods and services, at a competitive price whilst ensuring that at no point is any person in any part of the supply chain exploited or treated in a way that breaks employment legislation.

Delmore is fully aware of the responsibilities it has to all parties involved in the production of each of the many stages of the manufacture of its Products. It has developed its own Labour Standards Policy to ensure that all those connected with its business should likewise adhere to the same standards and policies.

2 Aims

The aim of this policy is to promote understanding and awareness of employment laws and ethical standards. By detailing labour standards to all parts of the Supply Chain, Delmore hopes to develop better ethical standards and encourage suppliers to develop their own labour standards.

3 Policy statement

- * Delmore shall comply to all employment laws and legislation relevant to its business
- * Delmore shall comply to the Health and Safety Act of 1974
- * Delmore shall keep up-to-date all documentation relevant to the above
- * Delmore shall comply with the ETI Base Code and its suppliers to do the same, a copy of this can be found through Google, along with other information like the wage indicator.org. OECD better policies for better lives and many more besides.

4. Management Representative and duties and training

The management representative assigned the responsibility of implementing an effective Labour Standards Assurance System (LSAS) is Elizabeth Munro, Managing Director, and Proprietor, assisted by Linda Martin-Smith from the Office and Lisa Morris in charge of Production.

- Delmore commits to making available adequate resources for the implementation of this policy.
- To review and improve labour standards policy regularly.
- To implement training of staff involved in LSAS and include them in the training records system, and auditing.
- To develop procedures to meet policy requirements

- Documentation and communication relating to LSAS should be kept on file including any criticisms and complaints made against the company.
- Staff General Data Protection Regulation (GDPR) must be adhered to and Staff personal information kept secure.

5 Supply Chain Management

Delmore as part of its labour standards review and annual audit will ask Suppliers to provide any information which shows the improvements in Quality and labour standards which they have achieved during the last 12 months.

New Suppliers will be asked for this information before they become part of Delmore Ltd supply chain and must be able to demonstrate good quality and labour standards on all premises through certificates and factory visits.

KINDLY NOTE

The company has communicated this policy to all its Employees, Homeworkers, Contractors, Sub-contractors and Suppliers worldwide.

Signed:



Elizabeth Munro

Managing Director – Delmore Ltd