

Human Rights Policy

Version 1.0

AdvT Group Policy

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We believe everyone's entitled to basic rights and freedoms, whoever they are and wherever they live. These internationally recognised human rights are established in The International Bill of Human Rights and the International Labour Organisation's Declaration on Fundamental Principles and Rights at Work as well as the UN Guiding Principles on Business and Human Rights.

Human rights are rights inherent to all human beings, regardless of race, sex, nationality, ethnicity, language, religion, or any other status. Human rights include the right to life and liberty, freedom from slavery and torture, freedom of opinion and expression, the right to work and education, and many more. Everyone is entitled to these rights, without discrimination.

We are committed to

- Running our business in line with all internationally recognised human rights standards and will not take part in, or benefit from, any activity that breaks any law relating to human rights.
- Respecting human rights principles in all aspects of our organisation globally and in our interactions with each other, our clients, suppliers, and customers.
- Embedding our commitment to human rights into our core policies and ways of working, including:
 - Code of Conduct.
 - Equality, Diversity and Inclusion Policy.
 - Anti-Racism, Discrimination, Bullying and Harassment Policy.
 - Speak Up Policy.
 - Procurement Policy.
 - Supplier Charter.
 - Financial Crime Policy and Anti-Bribery & Corruption Standard.
 - Health, Safety and Environmental Policy.

What you should expect from us

Leadership

- Every manager within the AdvT Group takes responsibility for ensuring our business is conducted in a way that is consistent with this policy.
- We consider risks to our people as risks to our business and we will manage these in line with the commitments of this policy and our company risk management approach.
- When you work with us, we make you aware of and provide guidance in relation to the policies, standards, and procedures relevant to your role.

Protecting the rights of children

- We will not use child labour and will comply with all relevant laws in this regard. We do, however, support legitimate workplace apprenticeships, internships and other similar programmes that comply with the applicable laws and regulations.

Preventing modern slavery

- We will not use forced, bonded or compulsory labour (including slavery and servitude). Workers are not required to lodge 'deposits' or identity papers with us and can leave after giving reasonable notice, with all wages owed to be paid. This includes our zero-tolerance approach to human trafficking.

Preventing bribery and corruption

- In line with our Anti-Bribery & Corruption Standard we will not pay bribes and will ensure that the company's services are not used to abuse human rights.

A safe and healthy workplace

- We promote and foster a safe and healthy workplace environment, in line with the requirements in our Health, Safety and Environmental Policy and associated procedures.

Freedom of association and employee representation

- We consult with and seek our workers views and respect their right to join or not to join a trade union. As such they are free to join an organisation of their choice to represent them in line with local legislation. Where local rights to Collective Bargaining exist, it will be supported.

Reasonable working hours

- We will ensure that working hours are reasonable and comply with the local legislation and industry standards in the jurisdictions we operate.

Equal opportunity and non-discriminatory treatment

- We respect all workers right to equal opportunity and non-discriminatory treatment in line with our Equality, Diversity and Inclusion Policy, Anti- Racism, Discrimination, Bullying and Harassment Policy and Code of Conduct, which set out our expectations.
- We will provide written and clear contracts of employment which detail pay and the terms and conditions of employment.

Remuneration

- We will remunerate our workers with wages and benefits that meet the jurisdictional standards that apply.
- We are committed to equal pay and benefits and take action to address pay gaps.

Working with suppliers

- We expect and work with our suppliers to ensure they operate in accordance with this policy upholding the principles of human rights in their operations and supply chains.
- Our standard supplier terms and conditions, Procurement Policy and Supplier Charter set out these requirements.

What we expect from you

- To treat everyone you deal with fairly, respecting their right to work in an environment free from fear or want, and where there is freedom to express their independent beliefs.
- To speak up, if you face a situation, or circumstances where you are uncertain or not sure what to do with by letting your manager know in the first instance.
- If you have a concern that human rights are not being respected, for example, you believe someone has been unfairly discriminated against, bullied, harassed or treated unfairly, or that something is illegal or unethical or does not comply with our Code of Conduct then speak up.
- Our Speak Up Policy sets out the channels available to you to do so and no action will be taken against you if you report a genuine concern. Whether any concerns are proven or not.

How we will achieve this

- We regularly review and update our employment approach, policies, and practices to maintain our focus on human rights.
- We ensure the principles of this policy are reflected in our employment practices and standard terms and conditions of employment.