

External Employee Safeguarding Policy

Our commitment and corporate responsibility



We are committed to providing a safe, respectful and inclusive environment for all our employees, customers and suppliers. Our teams work hard to ensure a positive experience for everyone interacting with us. In return, we expect them to be treated with the same respect and professionalism. Our values help shape our behaviours, so we foster a workplace culture of mutual respect for all, ensuring everyone feels safe, trusted and able to raise concerns.

We strongly oppose any form of harassment, including, but not limited to, discriminatory behaviour and sexual harassment. Any actions or language that compromises the dignity or safety of our employees or those acting on our behalf will be investigated, and preventative measures will be implemented to avoid recurrence. If you have any questions or concerns, please contact us at hr@oadbyplastics.co.uk.

Harassment & Bullying Overview

Our employees are encouraged to report any of the following occurrences, which may be physical, verbal, non-verbal or via instant messages:

Bullying & Harassment	Discrimination & Harassment	Sexual Harassment
<p>Bullying is unwanted behaviour that is offensive, intimidating, malicious or insulting with intentions to undermine, humiliate, denigrate or injure.</p> <p>Forms of harassment include:</p> <ul style="list-style-type: none">- Physical contact- Jokes and 'banter'- Offensive language- Gossip and slander- Intimidating behaviour- Obscene gestures- Pressure to partake in something that has been repeatedly rejected	<p>Harassment is unwanted conduct related to a protected characteristic that has the effect of violating dignity, offending and intimidating.</p> <p>Protected characteristics include:</p> <ul style="list-style-type: none">- Disability- Sex- Sexual orientation- Race- Religion or belief- Gender reassignment- Age	<p>Sexual harassment is unwanted conduct of a sexual nature that violates someone's dignity or creates a hostile, humiliating, or offensive environment.</p> <p>Examples of sexual harassment:</p> <ul style="list-style-type: none">- Unwelcomed sexual advances- Sexual words or comments- Inappropriate comments about someone's appearance- Unwanted physical conduct, including touching and hugging- Persistent suggestions to meet socially despite attempts being unwelcomed- Sharing sexually explicit material

Harassment & Bullying Procedure

Due to the seriousness with which we view harassment and bullying, our grievance procedure includes both formal and informal reporting procedures that handle and prevent the recurrence of such complaints. Breach of this policy is taken seriously and can result in the termination of employee, supplier, and customer contracts.

We offer various support options for our employees affected by bullying and harassment and approach all matters with confidentiality and sensitivity. We also provide mandatory equality, diversity and inclusion training, in addition to anti-harassment and sexual harassment training, for all new starters.

We are committed to fostering a work environment where everyone is treated with dignity and respect. Thank you for helping us maintain a safe and positive atmosphere for all.

Copies of this policy statement will be made available to all employees and all other interested parties on request.

A stylized, handwritten signature in black ink, appearing to read "M. Rojahn".

M. Rojahn

Managing Director
November 2024