

## HUMAN RIGHTS POLICY

The purpose of this Human Rights Policy for La Sentinelle Group is to communicate to our employees, customers, suppliers, shareholders and the stakeholders, the ethical and social values we respect and our commitment to uphold human rights by promoting our values of Innovation, Excellence, Integrity, Collaboration and Discipline. Through these principles we aim to be an aspiring business for people to join, be associated with and be proud to be working for.

La Sentinelle Group manufactures and supply a full range of printed items and packing products. The range includes Labels, Magazines, Postcards, Books, Brochures and various type of Light Packaging. We are dedicated to the adoption of internationally recognised human rights standards in all our operations. The international sources of law upon which our human rights standards are based, aim to ensure a consistent adoption of our principles.

### **What are Human Rights?**

Human Rights are the universal rights that every human being is entitled to enjoy and to have protected. They ensure that each and every one is treated with respect and dignity.

They are most appropriately defined as those rights that require us to treat others as we ourselves would want to be treated, and which protect us – as individuals and groups – from abuses of power. We have adopted a series of human rights principles across all business sectors:

### **General Principles**

- We are committed to performing our business to the highest standard of

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ethics and in accordance with our values.

- We are open and fair in dialogue with all our stakeholders and commit to communicate effectively and courteously with external parties.

### Employee relations

- All our employees shall conduct themselves in accordance with the highest ethical standards.
- We aim to ensure that no form of discrimination is practiced in any area of our business including, recruitment, compensation, promotion, training, termination or retirement based on race, colour, ethnic origin, gender, age, religious beliefs, disability, marital status, social class, nationality, sexual orientation, gender reassignment, political opinions or employment status.
- We recognise our employee's rights to join trade unions.
- We are committed to ensuring that our employees are able to work in an environment free of physical, psychological or verbal abuse, the threat of abuse and sexual or other harassment and, accordingly such actions are forbidden.
- In accordance with legislation, best practice and a prevailing knowledge of our industry we shall take all reasonable steps to prevent accidents and injury to health arising out of, associated with or in the course of work, by minimizing so far as is reasonably practicable the causes of

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hazards inherent in the working environment.

- All employees shall receive an appropriate level of training to enable them to perform their duties.

## Social responsibility

### Environmental Impact

- Conserving and protecting the environment is a principle of high importance. We shall not engage in activities that have unacceptable risks and such risks shall be identified as early as possible with a view to facilitating timely and appropriate actions
- We shall seek to avoid methods of operation which give rise to environmental risks where there are suitable alternatives available and shall endeavour, within our remit, to ensure our clients and supply chain strive for environmentally positive options whenever possible.
- We shall adopt systems which allow the impact of our work on the environment and communities to be evaluated and considered with a view to minimizing any negative impact.

## Community Relations

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- La Sentinelle Group recognises its impact on the communities in which we operate. We are committed to engaging with stakeholders in those communities to ensure that we are listening to, learning from, and taking into account their views as we conduct our business.
- We believe that local issues are most appropriately addressed at the local level. We are committed to creating economic opportunity and fostering goodwill in the communities in which we operate through locally relevant initiatives.

### Communication

La Sentinelle Group undertakes to ensure that its Human Rights Policy and those policies which derive from it are communicated effectively to Directors, Management and its Employees effectively including but not limited to: -

- Induction manual, notice boards, company intranet, employee handbooks.

### Responsibilities

- La Sentinelle Group expects its employees, managers and supply chain to maintain the highest standards in conformity with our principles.
- It is management's responsibility to communicate the expected standards to our employees and ensure that they conduct themselves in an appropriate manner. Disciplinary sanctions shall be enforced against any employee who is in breach of our human rights principles.

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### Review

- This policy shall be reviewed on an annual basis and as and when necessary to reflect changes in relevant legislation.