



The TradeLink International Group Ltd
The BakeRite Company
Melton House - Melton Business Park
Wyke Way - Melton HU14 3HH – England
Tel: +44(0) 1482 638-250
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Email: sales@bakerite.co.uk

Specialists in Bakery and Gluten Free Ingredients including Flours, Starches, Flakes, & Seeds, & IQF Fruit & Vegetables

Code of Conduct

1) Human rights

a) Freely chosen employment

Workers are free to choose their own employment. There is no slavery, servitude, forced labour or human trafficking.

Workers are not required to lodge identity papers or 'deposits' with their employers or labour providers, or take out loans as part of their employment agreements, and are free to leave without penalty after giving reasonable notice.

b) No Child Labour

There is no new recruitment of workers under the age of 15.

If workers younger than this are found to be working in the supply chain, The BakeRite Company requires employers to develop or support programmes to help children attend and remain in quality education.

Young workers under 18 are not employed at night or in hazardous conditions and all policies and procedures relating to the employment of young workers conform to International Labour Organization standards.

To ensure that these principles are applied appropriately, all workers provide valid identification documents to verify their age.

2) Worker rights

Freedom of Association and The Right to Collective Bargaining

Workers are free to form or join trade unions and have the right to bargain collectively.

The BakeRite Company takes an open approach to trade unions and their activities, and workers' representatives are allowed to carry out their roles without discrimination.

Where the law restricts freedom of association and the right to collective bargaining, The BakeRite Company supports the creation of other forms of meaningful worker representation and negotiation on working conditions.

a) Living Wages

As a minimum, wages paid for a normal working week meet national legal standards.

Workers are given understandable written information about wages and working conditions before they start their employment, along with details of how their wages are calculated and paid.

Deductions from wages, not provided for by law, cannot be made without the express permission of the worker concerned.

Excessive fines or penalties are not imposed and all disciplinary measures are recorded.



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b) Reasonable Working Hours

Working hours comply with national laws.

Workers are not required to work more than 48 hours a week on a regular basis and are given, on average, at least one day off in every seven.

Overtime (time worked in addition to the worker's normal working hours) is voluntary and is compliant with national laws.

Managers honestly record hours worked for both hourly and piece-rate workers and The BakeRite Company are prepared to make these records available to other SEDEX members or their appointed representatives.

c) Regular Employment

Wherever possible, all work is on the basis of recognised employment relationships established through national law.

Obligations to workers under laws and regulations are not avoided through the use of labour-only contracts, sub-contracting, home-working arrangements, apprenticeships where there is no intention to provide skills training or regular employment, or through excessive use of fixed-term contracts.

d) Agency Workers' Rights

Agency workers are treated in line with national laws and are treated with fairness and respect at all times.

Where necessary, the agencies used to supply workers are certified by the relevant national, regional or industry body.

All agencies are engaged under terms which outline the basic agreement, responsibilities and obligations on both sides.

3) Health and Safety

a) Safe and Hygienic Working Conditions

A safe and hygienic working environment is provided and, so far as possible, adequate steps taken to prevent accidents and injury to health.

Workers are given regular and recorded health and safety training, and this is also provided for new personnel and workers who are changing jobs.

There is access to clean toilet facilities, potable water and, where appropriate, sanitary storage for food. Accommodation, where provided, is clean, safe and meet workers' basic needs. It is housed separately from production facilities.

The BakeRite Company gives responsibility for health and safety to a senior management representative and supports a 'safety first' culture.

Particular attention is paid to fire alarms and the safety of buildings, chemicals and machinery, and workers are not put at risk through excessive hours and inadequate rest periods.



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4) No Abuse

a) No Discrimination

There is no discrimination in recruitment, pay, training, promotion, termination of employment or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, trade union membership or political affiliation.

b) No Harsh or Inhumane Treatment

Physical discipline or abuse, the threat of physical abuse, verbal abuse, sexual or other forms of harassment or intimidation are never permitted.

5) Environment

a) Minimising environmental impacts

The BakeRite Company is committed to minimising its impact on the environment.

We expect our suppliers to share the same commitment and to comply with all applicable environmental laws and regulations in the country of operation.

Suppliers should continually seek to minimise their environmental impacts in areas such as greenhouse gas emissions, energy efficiency, and efficient and non-wasteful usage of resources.

6) Legal and Ethical Business Practice

Suppliers shall conduct their businesses in accordance with all applicable legal requirements in the countries in which they operate. Suppliers shall:

- Comply with the UK Bribery Act and/or any other applicable local anti-bribery or corruption legislation
- Not engage in anti-competitive practices in violation of local competition or antitrust laws
- Respect the intellectual property rights of others
- Protect the confidential or proprietary information of all The BakeRite Company group companies
- Suppliers shall have written policies prohibiting these behaviours

7) Supply Chain Compliance and Transparency

Our suppliers recognise the role they play in promoting legally compliant and ethical sourcing practices with their own suppliers.

Suppliers shall ensure the principles of this code are passed onto and adhered to by all suppliers within their supply chain in line with The BakeRite Company values and expectations.

Suppliers shall provide any information reasonably requested to demonstrate compliance with this code and their ethical approach to sustainable supply chain practices.

8) Changes to Supplier Code of Conduct

The BakeRite Company reserves the right to change this Code of Conduct at any time.