



Labour & Business Ethics Policy

Protech Performance Plastics Ltd is engaged in activities relating to the manufacture of plastic products at its headquarters in Cork. The organization recognizes its responsibilities to its staff, shareholders, customers and the general public and is committed to adopting and complying with all Labour and Business Ethics standards as stated under Irish Law.

To this end Protech Performance Plastics will maintain a documented Labour and Ethics Management System which will take into account all regulatory and legislative requirements.

Protech Performance Plastics is committed to implementing and enforcing the following: **Labour:**

- **Freely Chosen Employment:** We are committed to ensuring that all employees are trained and aware of their entitlement to leave their position with Protech as set under the terms of their contract.
- **Child Labour Avoidance / Apprenticeships:** Persons under the age of 16 years will not be employed in any manner by Protech Plastics. Protech Plastics does not hire apprentices as part of its labour force.
- **Working Hours:** Protech fully implements the term of the “ORGANISATION OF WORKING TIME ACT, 1997”.
- **Wages & Benefits:** Worker pay shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits, in compliance with Irish law.
- **Humane Treatment:** All Protech Plastics disciplinary policies and procedures shall be clearly defined and communicated to workers.
- **Non-Discrimination:** The working environment within Protech Plastics shall be free of harassment and unlawful discrimination.
- **Freedom of Association:** Protech respects the rights of workers to associate freely, join or not join labour unions and or to seek representation.

Ethics:

- **Business Integrity:** The highest standards of integrity are to be expected in all business interactions. Protech shall prohibit any and all forms of corruption, extortion and embezzlement.
- **No Improper Advantage:** Bribes or other means of obtaining undue or improper advantage are not to be offered or accepted.
- **Disclosure of Information:** Information regarding business activities, structure, financial situation and performance is to be disclosed in accordance with applicable regulations and prevailing industry practices.
- **Intellectual Property:** Intellectual property rights are to be respected; transfer of technology and know-how is to be done in a manner that protects intellectual property rights.
- **Fair Business, Advertising and Competition:** Standards of fair business, advertising and competition are to be upheld. Appropriate means to safeguard customer information must be available.
- **Protection of Identity:** Programs that ensure the confidentiality and protection of supplier and employee whistleblowers are to be maintained in accordance with you company procedures.