

# Child Labour, Remediation and Young Worker Policy

As stated in our Ethical Business Policy, Amtico supports the Ethical Trade Initiative (ETI) base code. This policy goes further by supporting the United Nations and International Labour Office (ILO) conventions on the rights of children.

## What is child labour?

Universally agreed and legally binding rights are enshrined in the United Nations Convention on the Rights on the Child (1980). The Convention defines a child as everyone under 18 years of age. Children have the right to be protected from harm, have a right to an education and should attend school before they start working. There are clear internationally binding standards about the type of work children can do and their working hours are limited.

## Amtico's responsibilities

The Board of Directors and Senior Managers have overall responsibility for ensuring this policy complies with our legal and ethical obligations and that all those under our control comply with it.

The HR Director has primary and day-to-day responsibility for implementing this policy, monitoring its use and effectiveness, dealing with any queries about it and auditing internal control systems and procedures to ensure they are effective in countering Child Labour

Line managers at all levels are responsible for ensuring those reporting to them understand and comply with this policy and are given adequate and regular training on it and the issue of Child Labour in supply chains.

At the time of recruitment, Amtico will ask for proof of applicant's age. Amtico will hold on a successful applicant's personal file their date of employment, date of birth, department, job title, line manager's name and work patten. Employment agencies will be instructed to follow Amtico's standard on the minimum age of recruitment.

The employment of children is prohibited. Where Amtico International does employ any person aged 16 or 17, this will not be in a manufacturing, production, or logistics role other than the exception of some young people on recognised training schemes or apprenticeships. Where people aged 16 or 17 are employed, it will be in an office environment and the appropriate regulations will be adhered to as a minimum standard.

Young people under the age of eighteen shall not be employed at night or in hazardous conditions.

Amtico supports formal work-based training apprenticeship programs that enable 'Young Workers' to learn new skills. These programmes will be aimed at developing 'Young Workers' skills and experience. All apprenticeships will be properly registered and supervised,

Young Workers will be paid at least the minimum wage for every hour worked including any training time.

## Child Labour Remediation Programme

The prevention, detection, and reporting of Child Labour in any part of our business or supply chain is the responsibility of all those working for us or under our control. You are required to avoid any activity that might lead to, or suggest, a breach of this policy.

You must notify your manager as soon as possible if you believe or suspect that a conflict with this policy has occurred or may occur in the future.

You are encouraged to raise concerns about any issue or suspicion of Child Labour in any parts of our business or supply chain of any supplier tier at the earliest possible stage.

If you believe or suspect a breach of this policy has occurred or that it may occur, you must notify your manager or report it in accordance with our Speaking Up Policy as soon as possible. Amtico's whistleblowing procedure is designed to make it easy for workers to make disclosures without fear of retaliation. Employees, customers, or others who have concerns can use our confidential helpline 0800 086 9260 or access via the web on [amtico.ethicspoint.com](http://amtico.ethicspoint.com).

If you are unsure about whether a particular act, the treatment of workers more generally, or their working conditions within any tier of our supply chains constitutes any of the various forms of child labour, raise it with your manager or the HR Director.

We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken. We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that child labour, of whatever form, is, or may be, taking place in any part of our own business or in any of our supply chain. Detrimental treatment includes dismissal, disciplinary action, threats, or other unfavourable treatment connected with raising a concern. If you believe that you have suffered any such treatment, you should inform the HR Director immediately. If the matter is not remedied, and you are an employee, you should raise it formally using our Grievance Procedure.

Our zero-tolerance approach to Child Labour must be communicated to all suppliers, contractors, and business partners at the outset of our business relationship with them and reinforced as appropriate thereafter.

If Child Workers are found, Amtico commits to develop responsible solutions that are in the best interests of the Child.