



Mission

Bridgford Interiors is fully committed to its employees and to promoting mutual respect, trust and integrity. We believe each employee is entitled to fair, courteous and dignified treatment during the hiring process, while employed and at the end of employment. We recognise that employee development and welfare is vital to the success of our company.

Statement

Our policy seeks to ensure:

- Selection is strictly on merit without any consideration for any of the protected characteristics under the Equality Act.
- Child labour is not allowed and appropriate safeguards are in place for young workers.
- Working hours and other service conditions are designed for better health, environment and social conditions of employees and are in accordance with the prevailing applicable laws of the country.
- Human resources development through further education and training is encouraged.
- Workers are free to leave at any time.
- Any kind of deposit will not be taken for employment.
- Forced or compulsory labour, slavery or servitude will not be employed in our business practices.

Age and eligibility:

- In no circumstances will any person below 18 years of age be employed in hazardous activity.
- In no circumstances will any person below the age of 15 be employed.
- Young workers (15-17) shall only be employed in non-hazardous activities, and appropriate safeguards for their health, safety, development and education shall be in place.
- An employee's age shall be verified from one of the following:
 - Birth certificate.
 - Driving Licence.
 - Passport.
 - National Insurance Certificate

Our projects are spread throughout the UK and are often of short duration. Where possible and if there are no specific qualifications, accreditations, time restraints or client requirements to be met we try and recruit and procure services locally.

Operationally, this policy is to be effected by ensuring:

- Managers maintain open communication with employees;
- Directors promote a culture that does not lend itself to cultivation of disputes;
- Site amenities are adequate and site safety is constantly monitored and reported upon.

The co-operation of all employees is essential for the success of this policy. However, ultimate responsibility for achieving the policy's objectives, and for ensuring compliance with the relevant Acts of Parliament as well as the various Codes of Practice, lies with the company. Behaviour or actions against the spirit and/or the letter of the laws on which this policy is based will be considered serious disciplinary matters, and in some cases, lead to dismissal.

A handwritten signature in blue ink that reads 'Alan Palmer'.

Alan Palmer
Managing Director

Reviewed: January 2024

Next Review: January 2025