



## POLICY DOCUMENT

<b>Title:</b>	<b>Ethical and Human Rights Policy</b>
<b>Date:</b>	January 2023
<b>Scope:</b>	All employees and suppliers of Typhoo Tea Ltd
<b>Purpose:</b>	<p>To provide a framework and guidance on the company’s approach to achieving and maintaining good business behaviour with sound ethical conduct. It serves to ensure all employees are aware of their individual and collective responsibilities with regard to the Company ethics.</p> <p>It describes the Company’s approach to trading responsibly and ethically which is communicated through to the Company’s suppliers within the Supplier Code of Conduct.</p> <p>All employees are responsible for reading this document and ensuring they comply with the requirements stated within.</p>
<b>Statement:</b>	<p>Typhoo is committed to trading responsibly and ethically, promoting gender equality, social justice and environmental protection, including climate change prevention. We recognise our responsibility to conduct business in a manner that improves the lives of workers, their communities and the environment – locally and globally.</p> <p>We are committed to upholding human rights and fully support the UN Universal Declaration of Human Rights, the International Labour Organization Fundamental Principles and Rights at Work, the UN Guiding Principles on Business and Human Rights and the UN Global Compact.</p> <p>Typhoo respect international core labour standards in our operations and through our supply base.</p> <p>As a member of the Ethical Trading Initiative (ETI), we follow the ETI base code and we expect our suppliers to be familiar with it and to be implementing it throughout their supply chain.</p>

	<p>The ETI base code covers the following principles:</p> <ul style="list-style-type: none"> <li>• Employment is freely chosen</li> <li>• Freedom of association and the right to collective bargaining are respected</li> <li>• Working conditions are safe and hygienic</li> <li>• Child labour shall not be used.</li> <li>• Living wages are paid</li> <li>• Working hours are not excessive.</li> <li>• No discrimination is practiced</li> <li>• Regular employment is provided</li> <li>• No harsh or inhumane treatment is allowed</li> </ul> <p>We thrive to continuously improve our performance within our own site and business operations and throughout our supply chain.</p> <p>Typhoo is also a member of Sedex (Supplier Ethical Data Exchange) <a href="http://www.sedexglobal.com">http://www.sedexglobal.com</a>. This web based system allows Environmental, Social and Governance (ESG) data from within our own production site to be shared with our customers and also ESG data from our suppliers to be shared with Typhoo. This drives supply chain transparency, supports compliance and helps avoid duplication of assessments.</p> <p>We work closely with our customers, stakeholders and suppliers to further develop our ethical programme in a pragmatic and sustainable manner. Environmental, Social and Food Safety certification schemes are also utilised to ensure robust practices are in place and independently verified.</p>
<i>Employees</i>	<p>Typhoo is a signatory of the Responsibility Deal of the Department of Health, UK in ensuring the health and wellbeing of all its workers on site. We value the commitment of our workers and recognise that engaged employees are a powerful source to serve our customers.</p> <p>We work closely with the trade union, Unite, and value their input as workers representatives.</p> <p>The company is committed to providing equal opportunities in employment and to avoid unlawful discrimination in employment and against customers. Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment. Gender diversity and equality is a priority for the business and gender mainstreaming resources are in place such as a gender equality sponsor. The company has a separate Dignity at Work Policy which deals with these issues.</p> <p>The company also operates a Grievance procedure to find a quick and equitable solution to any grievance which may arise. Typhoo is committed to the highest standards of transparency, probity, integrity and accountability</p>

	<p>and have a Whistleblowing Procedure which sets out the framework for dealing with allegations of illegal and improper conduct in a way that will ensure confidentiality and protect those making such allegations in the reasonable belief that it is in the public interest to do so from being victimised, discriminated against or disadvantaged.</p> <p>The Company is committed to the highest standards of ethical conduct and integrity in its business activities in the UK and overseas. The Business Integrity and Anti-Bribery Policy outlines the Company's position on preventing and prohibiting bribery, in accordance with the Bribery Act 2010. The Company will not tolerate any form of bribery by, or of, its Employees, agents or consultants or any person or body acting on its behalf. Senior management is committed to implementing effective measures to prevent, monitor and eliminate bribery.</p> <p>Health &amp; Safety is the number a priority for Typhoo Tea. We strive to maintain good practices which comply with British H&amp;S Law. Our Onsite Occupational Health Nurse and Physiotherapist enable our staff to receive the best care we can offer. There is First Aid team on site including by Mental Health First Aid. Mental Health counselling is available at the companies cost, as is an Independent Doctor.</p>
<p><i>Supply Chains</i></p>	<p>Typhoo is committed to trading responsibly and ethically and recognise our responsibility to conduct business in a manner that improves the lives of workers, their communities and the environment.</p> <p>The Typhoo Supplier Code of Conduct lays out the principles we require our suppliers to adhere to.</p> <p>The scope of this policy is to be implemented across the full supply chain, end to end, bringing about positive change for all workers and smallholder farmers in the Typhoo supply chain.</p> <p>Typhoo recognise there are challenges within the supply chains particularly at grower level and we welcome open discussions to drive transparency and understanding of the conditions throughout the supply chain. Typhoo are committed to sourcing from suppliers who create accountability and full disclosure around issues such as human rights, health and safety and environmental impacts throughout the supply chain. It is the responsibility of the first-tier supplier to ensure social and environmental minimum standards are upheld throughout the supply chain.</p> <p>As a minimum Typhoo requires all suppliers and supply chain actors to comply with applicable laws and relevant standards for human rights, workers rights and conditions, health and safety and environmental protection. Any contracts, purchase orders and other written agreements in place must be adhered to in full.</p>

	<p>We are committed to upholding human rights and fully support the UN Universal Declaration of Human Rights, the International Labour Organization Fundamental Principles and Rights at Work, the UN Guiding Principles on Business and Human Rights and the UN Global Compact.</p> <p>Typhoo believe certification has an important role to play in driving standards across the supply base. Typhoo is committed to sourcing from certified sources and our different brands require certification to different schemes such as Rainforest Alliance, Fairtrade Foundation or Soil Association Organic certification. The company recognise a role for certification, but also understand it is a journey of sustainable transformation and continue to develop policies to build on improvements that have already been made. Typhoo play an active role in efforts to improve the tea industry, and actively engage with NGO's and other organisations working towards a better tea industry from a Human Rights perspective.</p> <p>As a member of the Ethical Trading Initiative (ETI) and of the Ethical Tea Partnership (ETP), Typhoo are actively engaged in efforts to drive systemic change within the wider tea industry. We recognise there are many systemic issues which require collaboration and partnership to drive collective action. These issues may include (but are not restricted to) climate change, freedom of association, living wages and living incomes and gender-related issues.</p> <p>Suppliers' social welfare and environmental impact programmes, either in-house or in partnership, will be considered in the prioritisation of business, as a way for Typhoo to push for systemic change through choiceful sourcing. We welcome collaboration and actively encourage involvement of our suppliers with non-profit and industry organisations throughout the supply chain.</p> <p>Suppliers are actively encouraged to inform Typhoo of any human rights concerns, allegations, fatalities or serious injuries in or against their organisation or supply chain as soon as they are made aware. In the event of a human rights violation, Typhoo will work collaboratively with suppliers to ensure that these are addressed and those affected receive redress.</p>		
<b>Status</b>	Any departures from this policy where circumstances demand it must be approved by the Executive Chairman and representative from the HR department (employees) or Responsible Sourcing Manager (suppliers).		
<b>Signed:</b>	Executive Chairman	<b>Dated:</b>	January 2023