

## NFE Supplier Code of Conduct

New Forest Escapes is a certified B Corp company, and as such, we take the responsibility of ensuring our supply chain aligns with our principles seriously. Each of our suppliers must comply with all applicable laws and regulations while working with, or on behalf of, New Forest Escapes. In addition, our Supplier Code of Conduct outlines our expectations for our suppliers in labour practices and human rights, health and safety, diversity and inclusion and non-discrimination, ethics, and the environment.

### Our sourcing principles

As a business that focuses on being considerate, fair and ethical, we want to work with suppliers that share our values. Our supply chain is a vital part of our business, and we want to work together to ensure that our society and environment are looked after positively. Suppliers wishing to work with New Forest Escapes must sign our Code of Conduct.

### How we evaluate our suppliers

We have developed our Supplier Code of Conduct as a broad set of principles we wish our suppliers to adopt and extend through their own businesses and supply chains. We will be asking our suppliers to evaluate their activities against the Code of Conduct so that we can understand where there may be risks or opportunities for improvement and request that suppliers adapt accordingly. Our guests and owners will also provide feedback on our suppliers against the principles in the Code of Conduct.

### Labour practices and human rights

- Employment is freely chosen

There shall be no forced, bonded, or involuntary prison labour. Workers must not be required to lodge deposits or identity papers on the commencement of employment. Workers must be free to leave their employer after reasonable notice.

- Freedom of association and employee representation

Suppliers should respect the rights of employees to join or form an association of their choosing (such as a workers' council, union, or workers association). Representatives must not be discriminated against and have access to carry out their representative functions in the workplace.

- Child labour

There shall be no recruitment of child labour. Children under the age of 15 shall not be recruited or employed (or higher age if required by the law). Children and young persons under 18 shall not be employed at night or in hazardous conditions. The policies and procedures shall conform to the relevant [International Labour Organisation](#) (ILO) policies.



- Anti-slavery and human trafficking

We are committed to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our business or supply chains.

- Wages and benefits of employment

Wages and benefits paid for a standard working week must meet, as a minimum, [national legal requirements](#), or industry benchmark standards, whichever is higher. All workers should be provided with written and understandable information about their employment conditions and wages before employment and provided with wage slips for each period they are paid.

- Hours of work and regular employment

Accurate attendance, payroll and production records shall be maintained. Overtime must be voluntary, and all employees should receive at least one rest day in every seven. To every extent possible, work performed should be on the basis of a recognised employment relationship.

- Health and safety

All employees must have a safe and healthy working environment, with access to drinking water, toilet facilities, and suitable lighting. Where required, PPE should be provided to ensure employee safety. Adequate steps should be taken to prevent [accidents and injury to health](#) at work. Workers should receive regular and recorded health and safety training.

## **Diversity and inclusion and non-discrimination**

- Non-discrimination

There must be no discrimination in hiring, compensation, access to training, promotion, termination, or retirement based on race, caste, nationality, religion, age, disability, gender, marital status, sexual orientation, gender identity, union or political membership. All companies must follow the requirements of the [Equality Act 2010](#).

## **Ethics**

- Business integrity

All suppliers are expected to recognise and avoid conflicts of interest. Suppliers should not offer or give gifts, entertainment or preferential treatment to influence a purchasing decision or create a reciprocal obligation.

- Data protection

We require all suppliers to protect data pertaining to New Forest Escapes, its employees, owners, guests or other relevant parties. Any personal data must be handled in line with



the requirements of the [Data Protection Act 2018](#).

### **Environment**

- Greenhouse gas emissions

We expect all suppliers to have a basic understanding of the areas of their business activities which generate greenhouse gases and have steps planned to reduce their emissions.

- Waste

We expect all suppliers to have a basic understanding of the activities in their business that generate waste and to apply the [Waste Hierarchy](#) to reduce their environmental impacts from waste.

### **Reporting concerns**

- Whistleblowing

We require our suppliers to provide an internal mechanism for reporting, investigating and remedying any wrongdoing in the workplace, and to ensure that whistleblowers do not suffer any detrimental treatment as a result of raising a genuine concern. If you would like support in setting up a whistleblowing policy and system, please get in touch to see how we can help.

- Raising issues

Issues related to any of these principles may be raised anonymously to New Forest Escapes by sending an email to: [hello@newforestescapes.com](mailto:hello@newforestescapes.com).

