

Nº1 LOUNGES

HUMAN RIGHTS & MODERN SLAVERY

INTRODUCTION

No1 Lounges Ltd and companies within its group structure are committed to acting in accordance with internationally recognised human rights and standards, including the International Bill of Human Rights, the International Labour Organisation (ILO) Declaration on Fundamental Principles and Rights at Work and the United Nations Guiding Principles on Business and Human Rights, making them integral to the way we operate. We're working to guard against being complicit in human rights violations and to uphold the human rights of our people and any other individuals that we're in contact with, either directly or indirectly.

SCOPE

This policy applies to all staff working within the organisation including contractors, agency, temporary staff, consultants and any other workers. In addition, we expect our suppliers to respect and adhere to this policy.

KEY PRINCIPLES

We will:

- Seek to avoid causing or contributing to adverse human rights impacts through our own activities and address such impacts, if they do occur, in a timely and appropriate manner;
- Seek to prevent or mitigate adverse human rights impacts that are directly related to our operations, products and services through our business relationships;
- Provide for, or cooperate in their remediation through legitimate processes, if we identify that we have caused or contributed to adverse human rights impacts;
- Continue to look for ways to support the promotion of human rights within our operations and our sphere of influence.

POLICY

This sets out our position with respect to human rights and modern slavery and sits alongside our Employee Handbook.

Our statements below draw upon the International Bill of Human Rights and the ILO Declaration on Fundamental Principles and Rights at Work:

- I. **Child Labour:** No1 Lounges will not use child labour and will comply with all relevant laws in this regard.
- II. **Modern slavery:** No1 Lounges will not use forced, bonded or involuntary labour, and employees may be required to right to work in UK documents and/or provide

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identity papers in relation to normal employment and airport requirements. Employees can leave after giving reasonable notice, with all wages owed to be paid. We have a zero-tolerance approach towards human trafficking.

- III. **Health, Safety and Hygiene:** All No1 Lounges employees will work in an environment that is both safe and healthy, in line with our UK Health and Safety Policy.
- IV. **Discipline:** No1 Lounges prohibits physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation. Disciplinary and grievance procedures are clearly documented and communicated to all employees in our Employee Handbook. All disciplinary measures of a serious nature are recorded and actioned.
- V. **Working Hours:** No1 Lounges will ensure that working hours are reasonable and comply with the law and industry standards.
- VI. **Equality of Treatment:** No1 Lounges is fully committed to eliminating discrimination in recruitment, training and working conditions, on grounds of race, colour, sex, age, religion, political opinion, national extraction, sexual orientation, disability or social origin and to promoting equality of opportunity and treatment as outlined in the Employment Handbook.
- VII. **Employment terms:** No1 Lounges will provide written and clear contracts which detail the terms and conditions of its staff employment. We will ensure that work performed by employees is based on recognised employment law and practice.
- VIII. **Remuneration:** No1 Lounges will, at a minimum, provide wages and benefits that meet national standards. We will provide employees with clear written information on their pay and conditions. No1 Lounges is committed to equal pay and benefits for men and women for work of equal value.

GRIEVANCE & REMEDIATION

Where a human rights violation is identified, we'll work with all parties involved to seek access to remedy, compensation and justice for the victim. We'll also investigate the root cause so that we can take appropriate steps to prevent such a violation reoccurring.

Our People inbox is available to all staff who come across unethical behaviour that can't be resolved locally or for which the normal consultation process isn't suitable. Anyone raising a genuine concern which is in the public interest will be protected from victimisation.

Updated on 24th March 2024