

Equality, Diversity & Slavery Policy

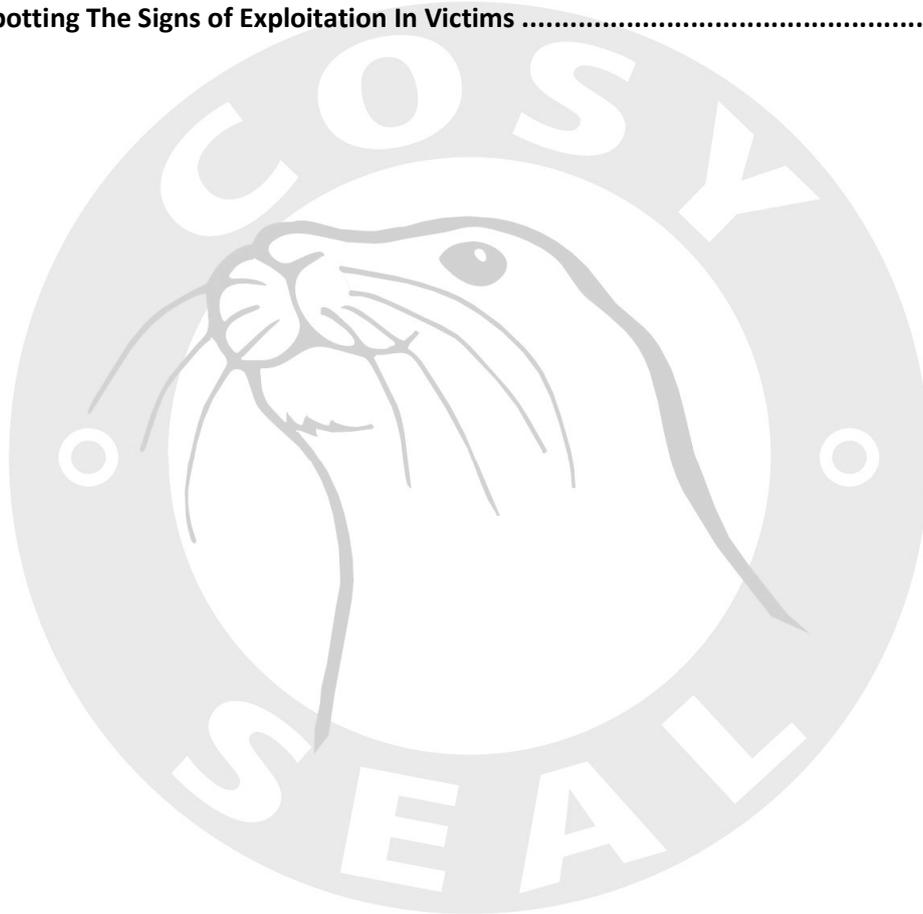


Cosyseal

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1. Introduction

As part of the commitment made by Cosyseal (Double Glazing) Limited to Equality of Opportunity it has adopted a Policy statement covering its employment practices and procedures.

The purpose of this policy is to provide diversity and equality to all in employment, irrespective of their gender, race, ethnic origin, disability, age, nationality, national origin, sexuality, religion or belief, marital status and social class. We oppose all forms of unlawful and unfair discrimination. Additionally, Cosyseal (Double Glazing) Limited recognises our role in mitigating the risk of modern slavery.

Equal opportunities relate to treating people the same, although they may belong to certain groups. Equal Opportunities in particular relates to a Legal Framework, which makes it illegal to discriminate against people because they belong to particular groups.

Diversity is a broader concept that builds upon the progress made through equal opportunities. Everyone is different and diversity is about recognising, respecting and valuing the differences we each bring to work.

Equal opportunities and diversity work together by addressing the inequalities and barriers faced by people in under-represented groups and by valuing, learning and benefiting from the diverse cultures in society and our staff.

All employees, whether part time, full time or temporary, will be treated fairly and equally.

Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.

All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

Modern Slavery is a broad term used to encompass the offences of slavery, servitude and forced or compulsory labour and human trafficking. The term extends to slavery-like practices such as debt bondage, sale or exploitation of children and forced or servile marriage. While varied in nature, all involve one person depriving another person of their freedom, in order to exploit them for personal or commercial gain.

This document outlines the policy that must be strictly adhered to by every employee. All breaches of this policy will be investigated and, where appropriate, disciplinary procedures followed.

2. Our Commitment

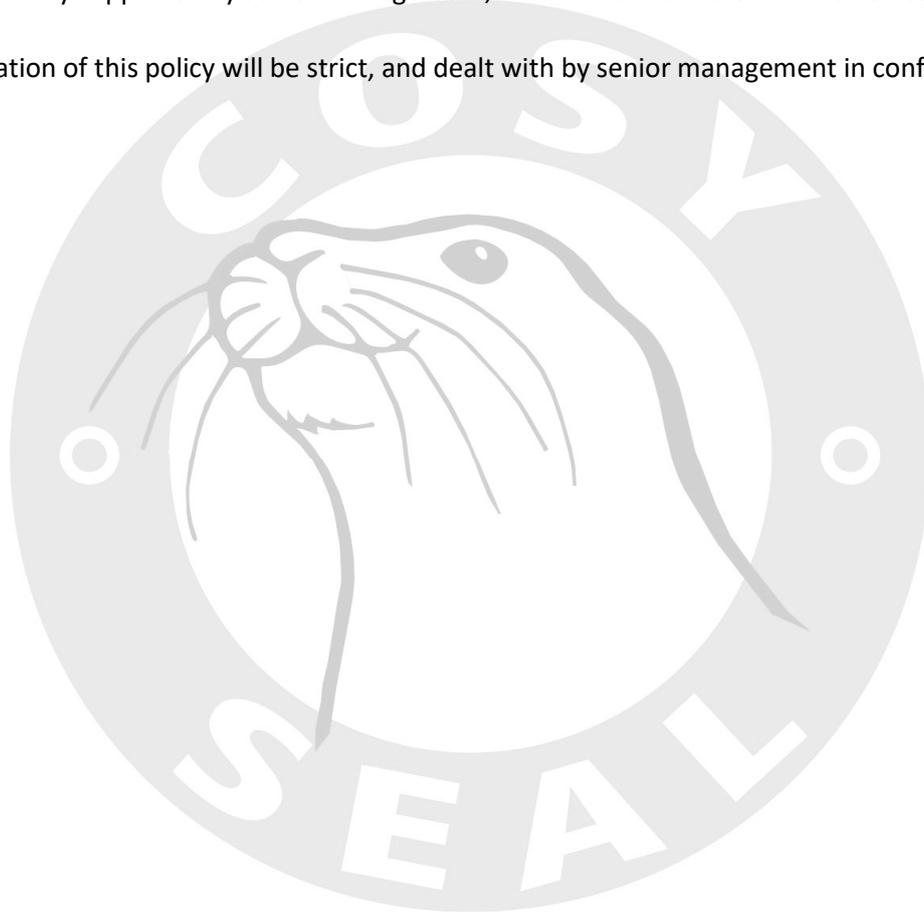
Every employee is entitled to a working environment which promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.

The commitment to diversity and equality in the workplace, along with training in recognising the signs of modern slavery is good management practice and makes sound business sense.

Breaches of our equality, diversity and modern slavery policy will be regarded as misconduct and could lead to disciplinary proceedings.

This policy is fully supported by senior management, and will be monitored and reviewed annually.

Implementation of this policy will be strict, and dealt with by senior management in confidence.



3. The Law

This policy will be implemented within the framework of the relevant legislation, which includes:

- Equal Pay Act 1970 (Equal Value Amendment 1984)
- Rehabilitation of Offenders Act 1974
- Sex Discrimination Act 1975 (Gender Reassignment Regulations 1999)
- Race Relations Act 1976
- Disability Discrimination Act 1995
- The Protection from Harassment Act 1997
- Race Relations (Amendment) Act 2000
- Race Relations Act 1976 (Amendment) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- Employment Equality (Religion or Belief) Regulations 2003
- Disability Discrimination Act 2005
- Employment Equality (Age) Regulations 2006
- UK Modern Slavery Act 2015

4. Promoting Diversity

The business case for diversity is quite clear. By sweeping away discrimination, Cosyseal (Double Glazing) Limited aims to;

- Maximise the pool of potential job applicants and improve our chances to recruit the right person first time, every time
- Become the employer of choice reducing the costs of recruitment and improving retention
- Make more effective use of human capital, improve workforce morale, reduce staff turnover, sickness and absenteeism
- Gain goodwill in the community and improve business profile
- Exploit links to increase sales to new customers and clients from minority communities
- Develop the capacity of the workforce to do business with all sections of the community
- Provide better customer service, respond effectively to change in the marketplace and become the supplier of choice
- Utilise untapped resources including language skills and connections with export markets
- Comply with legislation.

5. Modern Slavery

The construction sector is heavily reliant on outsourcing and subcontracting and this can leave workers vulnerable to exploitative practices.

In the UK, organisations with a turnover of more than £36 million are required to report annually on what actions they are taking to fight slavery and human trafficking in their businesses and their supply chains.

The CIOB believes that ethical and responsible behaviour is a core value and a fundamental requirement for any professional working in the industry. Acting on ethical principles sometimes means that it is necessary to do more than comply with local laws. Hence 'Stronger Together', a collaborative multi-stakeholder initiative and the CIOB have joined up and set out a comprehensive action plan for contractors and suppliers working in the construction sector with aims to:

- Raise awareness of modern slavery
- Act as a reference for common signs and patterns which indicate exploitation
- Provide an action plan for when exploitation is discovered, including guidance on protecting victims
- Set out steps that can be reported in annual slavery and human trafficking statements
- Help organisations demonstrate the measures that they are taking to identify and mitigate the risks of modern slavery

6. Legal Compliance

Forced labour and human trafficking are punishable as crimes under the UK Modern Slavery Act 2015.

7. Managing Risk and Reputation

Cosyseal (Double Glazing) Limited's reputation and legal status are put at serious risk by allegations of forced labour and trafficking. We aim to take steps to mitigate the risks of modern slavery with our sites and operations, as well as in our supply chains. Modern slavery is everyone's problem. Collaborative action, engaging with suppliers and educating employees will set Cosyseal (Double Glazing) Limited on a more sustainable path towards effecting change.

8. Spotting The Signs of Exploitation In Victims

The following are indicators of exploitation:

- Physical Appearance
 - Malnourished
 - Dirty

- Frightened, withdrawn and confused
- They may have injuries that seem to be the result of an assault

- Few or No Personal Possessions
 - No money
 - No personal items such as purses, wallets or jewellery
 - Few clothes. They may wear the same items all the time or wear clothes that are unsuitable for work
 - No mobile phones as they have been confiscated to prevent them from social interaction with their family and friends
 - Little or no food.



Signed: *Rajesh patel*

Date: 01 March 2020

Name: Rajesh Patel

Position: Managing Director