Our Responsible Supplier Principles set out JDW’s expectations of all suppliers. This is to ensure that all workers involved in our supply chains are treated honestly ethically and responsibly.

It is the right thing to do to ensure that workers are treated well with fair pay and good working conditions. It also ensures that we are a responsible and fair retailer, which our customers expect of us. We also recognise that it is the only way to gain individuals’ respect, long term commitment and increased productivity which enables us to get the very best from our suppliers.

In sourcing products and services from many different countries and suppliers, it would be impossible for JDW to monitor all supply chains or every individual who is involved with JDW’s products and services. We therefore set these agreed standards and expect suppliers to conform within their own operations.

These minimum standards are aimed to be applicable to all our suppliers across all countries and different jurisdictions, where all products and services are sourced from. We expect our suppliers to be fully responsible for implanting these principles and accountable for any non-compliance.

These principles must be applied at all times and, whilst we will work with suppliers to assist with compliance, if required changes are not made, JDW will impose strict sanctions on any supplier which refuses to comply and may cease to trade with that supplier.

In compiling these principles, we have made extensive reference to the UN International Labour Convention codes of practice, the Ethical Trading Initiative Base Code, the Global Social Compliance Programme Reference Code and the Modern Slavery Act 2015.

All those working for our suppliers must, as a minimum, be treated with respect for their basic human rights. Each supplier must strive to ensure full compliance with all local and national laws and regulations.

**Responsible Sourcing Principles**

**Legal compliance**

- Suppliers must ensure full adherence to all relevant laws and regulations within their jurisdiction. Where there is a conflict between legal standards and these principles, the supplier must comply with whatever standard affords workers the highest level of protection.
Pay

- Wages and benefits must be at least fully comparable with local industry benchmarks or national legal requirements, whichever is higher. In the UK, JDW expects all suppliers to be paid in accordance with National Minimum Wage legislation.
- Wages must always be sufficient for basic needs whilst still providing some discretionary income. Wages should be paid in full and on time, at agreed intervals.
- Before entering into employment, workers should be informed as to the payment process. Wages must be paid directly to the workers in the form of cash or cheques or into the workers’ nominated bank account. Information relating to wages must be available to workers in an understandable form.
- No deductions from wages, other than those required by national law, must be permitted without the express agreement of the worker concerned. Deduction from wages for disciplinary purposes must not be permitted.

Working hours

- These should conform to industry benchmarks and local and national laws. Hours must not be excessive and include proper provision for sleep and resting time.
- Workers must not be expected to work in excess of 48 hours per week or less if there is a lower national limit or an agreed industry benchmark.
- Overtime should be voluntary, limited to no more than 12 hours per week, and not requested on a regular basis; it must be paid at a premium rate or in accordance with national legislation.
- There should be proper provision for rest and sleep. Breaks, holiday allowance and rest periods must be in full accordance with national law. Individual workers should have on average at least one full day’s rest per 7 days or the equivalent if shift work is involved.

Working conditions

- We expect suppliers to provide suitable and safe working environments for all workers which, at the very minimum, uphold local standards.
- Every effort must be made to provide a safe and hygienic working environment. Adequate steps should be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work. Suppliers must have appropriate procedures in place to deal with serious injuries.
- Suppliers must complete fully documented risk assessments of their sites and accommodation provided, and regularly monitor risks posed to workers’ health and safety.
- Suppliers are expected to assign a senior management representative to be responsible for health and safety issues. Suppliers should set up procedures to consult with employees to seek their contribution in assessing the site’s health and safety and in developing health and safety standards.
- No worker must be employed in potentially hazardous conditions without having received adequate safety training and supervision. Health and safety training must be commensurate with supplier’s own health and safety responsibilities and must accord with the risk of hazard to which the worker is exposed.
• Records of safety training must be available for inspection on request. Individual workers must be able to demonstrate their understanding of the job and the ability to perform it to at least the minimum standard required by their employer.
• Suppliers must provide essential items of climatically appropriate protective clothing and safety equipment free of charge to their workers.
• Workers must be provided with access to potable drinking water, clean toilets, and washing facilities.
• Where provided, accommodation must be safe, clean and meet the basic needs of workers. Secure storage facilities should be provided. Suppliers should provide a range of mixed gender, segregated and family accommodation as appropriate for the number of workers housed.
• Where management provides dedicated transport for the movement of the workforce to, from, or within the workplace, these must conform to the minimum standards set down in the appropriate national transport legislation. In the absence of such legislation, the management must make every reasonable effort to minimise risk to the workforce whilst transporting them.
• Food, beverages and domestic goods offered for sale to workers must be at price levels no higher than those prevailing nationally.

Employment of children and young people

• Suppliers must clearly document and communicate their policies with staff for prohibiting child labour in the workplace.
• Our suppliers must not employ any worker who is either:
  – Younger than the applicable legal minimum age of employment; or
  – The age of completion of compulsory education, whichever is higher.

In any event, our suppliers are absolutely prohibited from the employment of those under the age of 15 (the minimum age is 16 in the United Kingdom).

• Young workers are distinguished as those between the ages of 15-18. We expect our suppliers to give particular focus to the health and safety and educational needs of young employees.
• Young people aged between 15 and 18 must not be expected to work throughout the night or under potentially hazardous conditions.
• If the supplier discovers that children are working for the supplier involved, the supplier will be expected to cease the practice and provide remediation for the children concerned, including support for the child to attend and remain in quality education until no longer a child. The supplier must also immediately notify JDW of any such occurrence.

Forced labour

• All work must be conducted on a voluntary basis and free from the imposition of any penalties or sanctions. We absolutely do not agree to purchase any products or engage services from any supplier who subject any workers to forced, bonded or involuntary labour. We will not tolerate slavery and human trafficking by any of our suppliers for
Wetherspoon, or any other purpose, and fully expect our suppliers to take active steps in ensuring the same.

- Suppliers must allow their employees the right to leave after giving reasonable notice. Workers must not be required to lodge deposits or I.D. papers unless it is a legal requirement to do so. In all circumstances these must be returned promptly upon cessation of employment.

**Freedom of Association and Employee representation**

- Suppliers' employees must have the fullest practicable rights of freedom of association. We encourage suppliers to share information with their employees and to develop effective mechanisms for consultation.
- Suppliers must recognise and respect the rights of workers to freely join associations (such as workers councils, trade unions and workers associations) which can collectively represent their interests. Employers must not interfere with or attempt to dominate or control such bodies, nor discriminate against workers choosing to belong to them.
- Suppliers should respect the rights of such workers’ associations to represent their members, and to bargain collectively as defined and interpreted by the International Labour Operations (ILO) and national legal framework.
- Suppliers must share with their employees any information which will affect working conditions, and develop effective mechanisms for consultation.

Where the right to freedom of association and collective bargaining is not permissible under national law, suppliers should facilitate the development parallel means of independent and free association and bargaining.

**Treatment of workers**

- Physical abuse or the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation is absolutely prohibited.
- Disciplinary and grievance procedures must be clearly documented and communicated to all employees. All disciplinary measures of must be recorded.

**Equality of treatment**

- Provided that all workers show sufficient ability and capability, our suppliers must provide them with equal access to jobs.
- There must be no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on (but not limited to) gender, age, disability, national origin, race, marital status, sexual orientation, political opinion, union (or non-union) membership, religion, or caste. Workers must not be expected to perform duties incompatible with their physical or mental abilities.

**Environment**

- Suppliers must use best endeavours to ensure the following:
- Raw materials are obtained from sustainable sources.
- Waste and pollutants are disposed of in an efficient, safe and environmentally responsible manner.
- Energy usage is minimised.
- International, national and sector codes of practice concerning the use of chemical products, including pesticides is adhered to.

- Suppliers must seek to make continuous improvements in their environmental performance and, as a minimum, comply with the requirements of local and international laws and regulations.
- Suppliers must make practical efforts to minimise the use of energy, water and raw materials: where possible these resources must be renewable.
- Suppliers must make practical efforts to minimise waste and dispose of it in a safe, efficient, and environmentally responsible manner.
- Suppliers must avoid contamination of the local environment and ensure that air, noise and odour pollution is within nationally defined limits.

Suppliers must minimise chemical use and abide by international, national and sector specific codes of practice for the use of pesticides and chemicals.