

Human Rights Policy

Purpose

Precision Colour Printing (PCP) are committed to upholding and promoting human rights in all aspects of our operations. We recognise that respecting and protecting human rights is not only a legal obligation but also an ethical responsibility. This policy outlines our commitment to ensuring that human rights are upheld within our organisation.

Scope

This policy applies to all employees, contractors, agency staff, and any other parties associated with PCP. It covers all business locations and all aspects of our operations. This policy will be communicated to all employees to ensure that they understand their rights and responsibilities. For the purpose of this policy, human rights are understood as the fundamental rights and freedoms that every individual is entitled to regardless of any protected characteristic outlined under The Equality Act 2010.

Employee Responsibilities

It is every PCP employee's responsibility to maintain a work environment that reflects respect for human rights and is free from all discrimination and harassment. All employees, contractors and agency staff are also expected to comply with this policy.

Failure to comply with the terms of this policy may result in disciplinary action, up to and including termination of employment, or the termination of contracts in the case of contractors or agency staff.

Policy

PCP respects the human rights of our employees, and we expect those who work with us or supply us to do the same. PCP will not tolerate any abuse of human rights within any part of our business, and will take seriously any allegations of human rights abuses.

We are committed to:

- Providing equal opportunities and fair employment practices regardless of race, religion, gender, sexual orientation, disability, or any other protected characteristic.
- Preventing discrimination through the implementation of our people policies.
- Providing a safe work environment.

- Creating an environment in which individual differences and the contributions of all our employees are recognised and valued.
- Creating a working environment that promotes dignity and respect for all. No form of intimidation, bullying or harassment will be tolerated.
- Ensuring training, development and progression opportunities are available to all.
- Promoting equality in the workplace, which we believe is good management practice and makes sound business sense.
- Continuing to develop fair employment policies and practices.
- Providing effective procedures for reporting incidents of discrimination or harassment, from work colleagues or customers to make sure that complaints are dealt with fairly and promptly
- Treating breaches of the equality policy seriously and to take disciplinary action when required.

We will also seek to:

- Prevent or mitigate any adverse human rights impacts that are directly related to our operations.
- Avoid causing or contributing to adverse human rights impacts through our own activities and address such impacts, if they do occur, in a timely manner.

PCP's philosophies are implemented and maintained through the following key policies and procedures:

- Dignity at Work Policy
- Ethical Trading Statement
- Bulling and Harassment Policy
- Corporate Social Responsibility Statement
- Modern Slavery Policy

As a business we strive to promote fair and transparent employment practices by complying with all applicable legislation. We prohibit any form of forced labour, child labour, or any other exploitative practices.

Freedom of Association

We respect the rights of our employees to join or not to join a trade union. Collective bargaining is provided through the company's recognised trade union, Unite.

Reporting a Breach

If any internal individual (employee, contractor or agency staff) has witnessed or experienced a breach of human rights within the organisation they should report it immediately to either their line manager or a member of the HR team.

External individuals (clients, visitors, suppliers or the general public) who believe they have witnessed a breach of human rights are also encouraged to report this immediately. In the first instance this should be reported to the HR team. We also expect our suppliers and contractors to have in place processes to enable their own staff to report any concerns.

All individuals have the option to report any breaches anonymously, though this may impact the investigation process.

Investigations

In the event a breach is reported a full investigation process will take place. The individual will be encouraged to provide specific details of the breach, including date, time, location, individuals involved, any witnesses present and a description of the alleged breach.

The investigation may involve interviews with the relevant parties, a review of any information/documents submitted and any other steps necessary to gather the information required. Confidentiality will be maintained to the extent permitted by legislation during the investigation process.

The company will promptly investigate all reported incidents and take appropriate action to address them. We aim to effectively remedy any human rights violations through the use of legal mechanisms or the company disciplinary and grievance procedures.

Resolution and Remedial Actions

When the investigation process has been completed appropriate action will be taken based on the findings.

We aim to effectively remedy any human rights violations through the use of legal mechanisms or the company disciplinary and grievance procedures.

PCP is dedicated to fostering a culture of respect for human rights. By adhering to this policy, we aim to create a safe, inclusive, and ethical work environment for all individuals associated with our organisation.

All personal data collected for the purpose of this policy will be processed in line with data protection legislation.

We remain committed to continuously improving our human rights practices. The Company reserves the right to modify any part of this policy at its discretion and in accordance with any required legislative changes.



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Managing Director

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