

## Smet Building Products Ltd Human Rights Policy

---

*“All human beings are born free and equal in dignity and rights. They are endowed with reason and conscience and should act towards one another in a spirit of brotherhood”*

**United Nations Declaration of Human Rights**

---



## **Smet Building Products Ltd**

Since 2010, SMET has provided services to customers in Ireland, the United Kingdom, Europe and more recently Canada.

Our success as an organisation is reflected in the long-term commitments we make to our customers and by the responsible way that we do business, and, along with our employees, share a commitment to respect human rights.

A diverse range of people, doing their jobs well, responsibly and respectfully, is where respect for human rights begins and it is the responsible behaviour of our people, day-in and day-out, that creates a real culture of respect.

### **Scope**

Smet Building Products Human Rights Policy applies to all our employees, anyone doing business for or with us and others acting on our behalf. This applies to all locations where we conduct business and to all company events.

### **The Policy**

---

*It is every SMET employee's responsibility to maintain a work environment that reflects respect for human rights and is free from all discrimination and harassment.*

*If any employee believes that someone, either in Smet Building Products or one of our suppliers or a contractor is violating this Human Rights Policy and/or the law, they are asked to report it immediately to their line manager.*

*We expect our suppliers and contractors to also have in place processes to enable their own staff to report any concerns.*

---

### **Our commitment to human rights**

Smet Building Products Ltd respect the human rights of our people and we expect those who work with us, to do the same. Being a responsible organisation means understanding that we rely on the societies we belong to and understanding that with big scale comes wider responsibility, beyond our organisation. We buy £3 million of goods and services every year from our suppliers, and we expect them to share our commitment to human rights. As a company working to assist in the creation of new homes, new infrastructure and new communities, we must respect people who are affected by what we do.

## International Standards

We support the principles set out in the following international standards:

- [United Nations \(UN\) Guiding Principles on Business and Human Rights](#)
- [International Bill of Human Rights](#)
- [International Labour Organisation's \(ILO\) Core Conventions](#)

Where appropriate, we are committed to engaging in dialogue with stakeholders and communities on human rights issues related to our business. We believe that local issues are most appropriately addressed at the local level.

We are committed to working collaboratively with suppliers, local community, governments, and other businesses on human rights to inform our approach, share experiences and address root causes.

We will not tolerate, or condone, abuse of human rights within any part of our business or value chains and we will take seriously any allegations of human rights abuses. We aim to effectively remedy any negative human rights impact through the use of legal mechanisms, collaborative forums and company grievance mechanisms. As part of our commitment, we do not tolerate threats, intimidation, physical or legal attacks against people defending human rights.

## Our commitment to customers

Smet Building Products operates in markets in different parts of the world. We respect the rights of our customers by treating them fairly, listening to them and investigating their feedback and human rights considerations into our business processes, and the products and services which meet their needs.

## Privacy

Our customers' right to privacy is important as we manage large amounts of data as part of providing our products and services. We have GDPR policies, processes, and controls in place to ensure that customer data is managed in an ethical, lawful and responsible way.

## Vulnerable customers

Our insight into the needs of vulnerable customers helps us to create an environment which can help people through difficult times.

We can also make reasonable adjustments for customers with a disability under the Equality Act, under the term 'Anticipation Duty.' This is to ensure all our customers are treated fairly and feel supported in any way we can.

It's important to us that all staff have sufficient training to support vulnerable customers effectively and sensitively. All office staff are trained in Awareness of Mental Health, Dementia and Learning Disability.

## **Our people**

Our people are what make Smet Building Products and so we have designed a corporate environment that is safe, respectful, open and designed to support ambition and excellence.

Through our interactions with our employees, and in our decisions on hiring, remuneration, training and promotion, we work hard to promote:

- Fair reward.
- Diversity
- Inclusion.
- Equal opportunities.
- Freedom of association, and
- Other human rights.

Our people policies prohibit any form of discrimination based on gender, sexual orientation, gender identity, marital status, family status, creed, colour, race, religion, age, ethnic origin, nationality, union status or disability.

We value the views of our employees and promote a collaborative, open and transparent communications environment which helps us maintain a healthy and strong workplace.

We provide learning environments and specific training about ethical behaviour, and we require our people to behave in accordance with our Business Ethics Policy. Failure to comply with the Business Ethics Code may result in dismissal or other disciplinary action.

## **Diversity and Inclusion**

As an organisation, we are committed to providing a safe and inclusive working environment where all of our people are treated fairly and with respect.

Management is responsible for overseeing the implementation of our diversity and inclusion statement and equal opportunities policy.

## **Diversity and inclusion standards**

- We will be fair and transparent and treat our people with integrity and openness. We will be respectful of differences, and we will not tolerate behaviour that marginalises, disadvantages or devalues others.
- We will aim to build a workforce that reflects the diverse communities we serve. We are committed to creating social value and being led by the needs of our customers. We will invest in our hiring processes so we can attract a more diverse pool of people, and we will tackle barriers that prevent us from attracting and retaining more diverse talent.
- We will create an inclusive environment where people feel comfortable

sharing their opinions and feel like they belong. We will encourage our people to embrace difference, to listen to other points of view, and work together to achieve the best outcome.

- We will ensure that everyone in Smet Building Products understands their responsibilities in driving an inclusive and diverse culture and the opportunities it can bring.

## **Our suppliers**

We use a due diligence process to evaluate and select suppliers which includes asking them to disclose their human rights policies as part of our selection criteria.

Our suppliers should provide a working environment in which employees do not suffer from harassment, verbal, visual, physical abuse or any conduct that creates an intimidating, offensive or hostile workplace. It is the responsibility of our suppliers to ensure that they only employ people with a legal right to work in that country.

## **Forced Labour (Modern Slavery)**

Modern Slavery is a violation of fundamental human rights and Smet Building Products operates a zero-tolerance policy. Specific policies regarding modern slavery, set out our commitments and the business's responsibilities. We require our suppliers and contractors to comply with all applicable local legislation also.

## **Child Labour**

Throughout all the countries we operate in we comply with all relevant legislation regarding child Labour. We do not employ people under the age of 18 in any hazardous role or at night. We do not tolerate the use of child labour and require that our suppliers do not to use children in their operations or their value chains.

## **Health and Safety**

We are committed to providing a safe and healthy working environment for our employees and people affected by our operations or activities; and understand the importance of this to both employees and other stakeholders.

We believe in always doing the right thing and in doing it safely, without unnecessary risk to people's health and we comply with all relevant legislation.

Our 'Health and Safety Policy', sets out our commitments and responsibilities. We require our suppliers and contractors to comply with all applicable legislation also.

We are committed to proactive management of health and safety to ensure continual improvement and development in performance. We set targets and review them annually to improve safety and performance.

## Labour rights

We provide fair working conditions for our employees, and we comply with all applicable legislation. We require our suppliers and contractors to comply with all applicable local legislation also.

## Wages

Smet Building Products is committed to ensuring that our direct employees are not paid lower than the Living Wage Foundation Living Wage.

## Governance

We want to ensure that every part of our business, and every one of our people, is clear about our responsibility to respect human rights.


The emphasis we place on respect for human rights is demonstrated by management oversight through the quarterly management meetings and annual management review.

## Remedy

We place importance on the provision of effective remedy wherever human rights impacts occur through company-based grievance mechanisms.

We continue to build the awareness and knowledge of our employees and workers on human rights, including labour rights, encouraging them to speak up, without retribution, about any concerns they may have, including through our grievance channels and whistleblowing policy.

## **SIGNED**



10/07/24

Joris Smet\_(Managing Director)

## Review Annually
