



## Ethical Policy

**1. Introduction.** C.T Production Ltd is committed to conducting business ethically, responsibly, and in compliance with all applicable laws and regulations. This Ethical Policy outlines the principles and standards that guide our business practices and behaviours to ensure integrity, transparency, and accountability.

**2. Scope.** This policy applies to all employees, contractors, suppliers, and any other individuals or entities working with or on behalf of C.T Production Ltd.

**3. Legal Compliance.** We are committed to complying with all relevant UK laws and regulations, including but not limited to:

- Employment Rights Act 1996
- Equality Act 2010
- Modern Slavery Act 2015
- Health and Safety at Work Act 1974
- Data Protection Act 2018 and UK GDPR
- Bribery Act 2010
- Companies Act 2006
- Environmental Protection Act 1990

### 4. Core Ethical Principles

#### 4.1 Integrity and Honesty

- We are committed to conducting our business to the highest personal and professional standards of integrity, truthfulness, honesty, and fortitude. All employees and associated parties must act in this manner in all business dealings.

#### 4.2 Fair Treatment

- We treat all employees, customers, suppliers, and other stakeholders fairly and respectfully. Discrimination, harassment, and bullying will not be tolerated.

#### 4.3 Confidentiality and Data Protection

- We respect the privacy of individuals and handle all personal data in accordance with the Data Protection Act 2018 and UK GDPR. Confidential information must be protected and only used for legitimate business purposes.

#### 4.4 Conflict of Interest

- Employees must avoid situations where personal interests could conflict, or appear to conflict, with their duties and responsibilities to the Company. Any potential conflicts must be disclosed and managed appropriately.

#### 4.5 Compliance with Laws and Regulations

- We comply with all applicable laws, regulations, and standards. Employees are expected to be familiar with the legal requirements relevant to their roles and to seek guidance when necessary.

**4.6 Anti-Bribery and Corruption**

- We do not tolerate bribery or corruption in any form. Employees must not offer, give, solicit, or accept any bribe, whether directly or indirectly.

**4.7 Environmental Responsibility**

- We are committed to minimizing our environmental impact and promoting sustainability. We comply with environmental laws and strive to reduce waste, conserve resources, and prevent pollution.

**4.8 Health and Safety**

- We are committed to providing a safe and healthy working environment. Employees must follow health and safety policies and procedures and report any hazards or incidents promptly.

**4.9 Human Rights and Labour Practices**

- We respect and promote human rights in all our operations. We are committed to fair labour practices, including the prohibition of child labour, forced labour, and human trafficking.

**5. Reporting and Whistleblowing**

- Employees and stakeholders are encouraged to report any suspected unethical behaviour, violations of this policy, or illegal activities. Reports can be made confidentially and without fear of retaliation through our whistleblowing designated reporting channels.

**6. Enforcement and Disciplinary Action**

- Violations of this Ethical Policy will be taken seriously and may result in disciplinary action, up to and including termination of employment or contract. Legal action may also be taken where appropriate.

**7. Review and Updates**

- This policy will be reviewed as necessary to ensure it remains relevant and effective in promoting ethical conduct within C.T Production Ltd.