

Human Rights Policy

Our approach

Our aim is to ensure that we live the Tesco Values in all the markets in which we operate. Our Values are the bedrock which guide us to treat our staff, customers, and suppliers consistently throughout the company.

Tesco is committed to upholding basic human rights and supports in full the UN Universal Declaration of Human Rights and the International Labour Organisation Core Conventions. We are committed to the following:

- We will treat all employees fairly and honestly regardless of where they work. All staff will have a written contract of employment, with agreed terms and conditions, including notice periods on both sides. All staff are entitled to reasonable rest breaks, access to toilets, rest facilities and potable water at their place of work, and holiday leave in accordance with the legislation of the country where they work. All employees are provided with appropriate job skills training.
- We will pay a fair wage reflecting the local markets and conditions. We always meet the national minimum wage and this is a key factor which we take into account when looking at pay and conditions.
- Working hours shall not be excessive. They shall comply with industry guidelines and national standards where they exist.
- Employment must be freely chosen. Overtime shall be voluntary. We will not employ illegal child labour, forced or bonded labour or condone illegal child labour, forced or unpaid overtime. Where we employ children, we will comply with the relevant national laws.
- Employees have the right to freedom of association. We recognise the right of our staff to join a recognised trade union where this is allowed within national law.
- We provide a safe working environment for our employees by minimising, as far as is reasonably practicable, risks in the workplace. All employees receive regular health and safety training. We provide proper governance for health and safety.
- We will abide by the non-discrimination laws of every country where we operate.
- We will not use, or condone the use of corporal punishment, mental or physical coercion or verbal abuse. Tesco has disciplinary procedures for any member of staff whose conduct or performance falls below the required standard.
- We have formal grievance procedures through which staff can raise personal and work related issues.
- We have a series of Codes of Ethics that govern relationships between employees, suppliers and contractors. Tesco will not undertake any practices that contravene these Codes and our Compliance Committee regularly monitors adherence.

- We ensure that our store security arrangements do not infringe human rights and are consistent with international standards for law enforcement.
- Any employee who suspects infringements of the policy or any of the above has the right to inform us without fear of persecution.
- We will investigate any allegations of infringements of the human rights policy, and take appropriate action as necessary. Serious breaches by employees will be considered gross misconduct, and may lead to their summary dismissal.
- We conduct an annual survey of staff in all countries in which we operate.

This policy applies to all Tesco employees whether they are in the full time, part time or temporary employment.

The Supply Chain

Tesco is a member of the Ethical Trading Initiative (ETI). We support their aims, and work closely with them.

We expect all Tesco suppliers to extend fair and honest dealings to their employees and to all whom they do business with.

These requirements extend to full time, part time and temporary employees and are fully laid out in the ETI Base Code which has been adopted by Tesco as its Code of Practice.

We will not knowingly tolerate illegal child, forced, or bonded labour by any supplier or contractor. We will actively look for any child, forced or bonded labour when conducting audits. If we become aware of a problem we will take appropriate action. This may result in a supplier being de-listed.

What the law says

The Human Rights Act is designed to protect an individual's basic needs and rights, and give a statutory instrument through which any breaches can be addressed. The Act is relevant to the EU only, although we have chosen to apply most of its principles in this company wide policy.