

Clipfine Group of Companies is a leading provider of logistics and construction support services to the UK Construction industry and recognises the importance of Industrial Relations.

The company is committed to upholding its duties as a responsible corporate body for the greater benefit of the communities in which it operates, and will take a pro-active and balanced approach to managing its business activities in an environmentally responsible manner.

1.0 Introduction

The objectives of this policy are to ensure that activities associated with all of our contracts:

- Provide a framework that promotes and meets all legal requirements in relation to employment.
- Create a healthy, productive and stable operational environment for everyone.
- Establish requirements that will minimise and mitigate risks which may impact on any of our contracts.
- Mitigate any risk that may lead to disruption on any of our contracts.
- Facilitate processes that will ease potential constraint to any of our contracts.
- Engage with Clients frameworks to provide for a joint, strategic approach to industrial relations risk management.
- Promote joint working between Clipfine, our Clients, suppliers and trade unions.

2.0 Management of Industrial Relations

Clipfine will comply with the Law and our Clients Industrial Relations policies.

Clipfine respect the right of all employees to join a recognised trade union.

For site based staff, the Client or the Principal Contractor will take the lead with communicating with interested parties on industrial relations matters.

Clipfine will monitor industrial relations of our suppliers and ensure compliance with this policy and compliance with the Information and Consultation of Employees Regulations 2004 which require employers to establish arrangements for informing and consulting their employees by way of either a negotiated agreement or the standard provisions laid down in the Regulations if requested by 10% of the workforce. The Central Arbitration Committee's responsibility is to resolve disputes about the establishment and operation of these arrangements.

Website: www.cac.gov.uk

E-Mail: enquiries@cac.gov.uk

3.0 Coordination of Industrial Relations

Day to Day Coordination will be in accordance with any reasonable requirement imposed by way of contract upon Clipfine and our supply chain. For this purpose the Clipfine Contract Manager will attend any coordination meetings.

Employment particulars will be in accordance with an appropriate employee contract and shall be executed in accordance with the Company Employee Handbook.

Dispute Claims, Disciplinary and Grievances will be notified at the earliest opportunity to the Clipfine Contract Manager who is responsible for informing the Clipfine HR Manager at the earliest opportunity.

The HR Manager will initially coordinate a review meeting of the individuals concerned, liaising with any representatives with area responsibility for site arrangements for industrial relations for early mediation to be established.

4.0 Employment Relations Recognition of Trade Union

1. Union Applies for Recognition.
2. Employer within 10 Days confirms recognition of Trade Union - If Yes proceed to stage 3 if not proceed in accordance with Employment Relations Act- Part I - Union Recognition, referring to the Central Arbitration Committee (CAC).

3. Trade Union Submit to Employer a Collective Bargaining Procedure.
4. Employer Agrees within 30 Days with the proposed bargaining procedure if not proceed in accordance with Employment Relations Act- Part I , referring to the Central Arbitration.

This policy applies to all employees of Clipfine Limited.

Date: November 2018

Signed:



T. MacCarron
Chairman

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