

# Freedom of Association and Collective Bargaining Policy



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Issue #1

## 1. Purpose

This policy affirms Castle Cartons Limited's commitment to uphold the rights of all workers to freely associate and collectively bargain.

## 2. Scope

This policy applies to all employees, contractors, and subcontractors working on behalf of Castle Cartons Limited to facilitate their business activities.

## 3. Policy Statement

Castle Cartons Limited recognizes and respects the rights of all workers to:

- Form or join trade unions or other worker organizations of their own choosing.
- Engage in collective bargaining through representatives of their choice.
- Participate in lawful activities related to organizing and collective representation without fear of retaliation, discrimination, or harassment.

## 4. Implementation

To ensure compliance with this policy:

- Management will not interfere with, obstruct, or discourage workers from exercising their rights to freedom of association.
- Workers will not be subject to discrimination or disciplinary action for union membership or participation in union activities.
- The company will engage in good faith with worker representatives and negotiate collectively where such representation exists.
- All managers and supervisors will receive training on this policy and its implications.

## 5. Monitoring and Review

- This policy will be reviewed annually or as required to ensure ongoing compliance with labour laws.
- Any violations of this policy will be investigated promptly, and corrective actions will be taken.

## 6. Communication

This policy will be communicated to all employees and made publicly available. It will also be included in onboarding any new contractors or subcontractors working on behalf of Castle Cartons Limited.

If you require any further information, please do not hesitate to contact us.

Yours sincerely

James Green  
Managing Director