

HTG's Commitment to a Respectful Working Environment

Dear Valued Customer / Supplier / Contractor,

At HTG Trading Ltd, we are committed to providing a working environment in which everyone is treated with dignity, courtesy and respect.

As part of this commitment, we have recently reviewed our workplace policies and procedures relating to harassment, sexual harassment, discrimination, bullying and victimisation.

We recognise the importance of maintaining professional and respectful working relationships with our customers, suppliers, contractors and other business partners. We therefore ask that all interactions with our employees are conducted in a courteous and professional manner.

HTG does not tolerate harassment, sexual harassment, discrimination, intimidation, bullying or abusive behaviour towards our employees, whether this occurs in person, by telephone, by email, during site visits, at meetings, or through any other work-related interaction.

If concerns are raised regarding inappropriate conduct, we will investigate the matter and, where necessary, take appropriate action to protect our employees and maintain a safe working environment.

We value the positive relationships we have built with our customers, suppliers and contractors and appreciate your support in helping us maintain a respectful, professional and inclusive working environment for everyone.

If you have any questions regarding this communication, please contact us.