

## Corporate Social Responsibility Policy

The Company is strongly committed to providing a positive impact on the local community and the world at large.

We believe in operating in an open and ethical manner and follow our core values:

- Integrity
- Innovation
- Professionalism
- Valuing our Staff
- Quality of Service

### CSR Strategies:

#### Suppliers

- Where possible we will support local businesses when choosing suppliers, maintaining good relationships and behave in an ethical manner.

#### Clients

- We shall strive to maintain good relationships with all clients and ensure our employees deliver the best value and quality to clients. We shall communicate with them openly and honestly.

#### Staff Welfare

- We shall do all we can to ensure staff are treated fairly with respect and support. We shall ensure safeguards are in place to prevent any of our staff suffering from mental distress, physical harm, or harassment.

#### Workplace

- We shall provide a safe working environment for and employees and visitors that will be monitored regularly.

### Equal Opportunities

- We shall promote and operate an equal opportunities policy for all current employees and future.

### **Efficiency**

- We shall strive to improve business performance with sustainable development while minimising waste and environmental harm. This can include recycling to monitoring energy consumption.

### **Integration:**

The Company aims to incorporate its core values into our operations and demonstrate this through our actions and our other corporate policies.

- We are committed to maintaining an environment of respect, honesty and open communication among staff and business contacts and promote strong working relationships.
- We take all feedback of our practices seriously to review and maintain our values.
- We will communicate with stakeholder's changes to our organisation allowing open consultation.
- We shall be open and honest with our policies and practices to all stakeholders.
- We ensure all employees are able to act in a manner in line with our core values and policies. It is the responsibility of all employees to deliver The Company's values.
- We shall effectively manage risk and ensure we have contingency plans in place to safeguard the interests of our stakeholders.

### **Policies:**

The following policies provide a framework for our CSR:

- Health & Safety Policy
- Equal Opportunities Policy
- Harassment and Bullying Policy
- Service Standards

Signed:



Chris Chown  
Managing Director