

## Corporate Social Responsibility Policy

We recognise that we must integrate our business values and operations to meet the expectations of our customers. They include customers, employees, suppliers, the community and the environment.

- We recognise that our social, economic and environmental responsibilities are integral to our business. We aim to demonstrate these responsibilities through our actions and within our corporate policies.
- We take seriously all feedback that we receive from our customers and, where possible, maintain open dialogue to ensure that we fulfil the requirements outlined within this policy.
- We shall be open and honest in communicating our strategies, targets, performance and governance in our continual commitment to sustainable development.
- The Managing Director is responsible for the implementation of this policy and will make the necessary resources available to realise our corporate responsibilities. The responsibility for our performance on this policy rests with all employees throughout the company.

### Our partnership focus:

- We shall ensure a high level of business performance while minimising and effectively managing risk ensuring that we uphold the values of honesty, partnership and fairness within our business.
- We shall support the development of our business through led training courses and using our facilities for all of our business associates to hold seminars and industry meetings.
- Our contracts will clearly set out the agreed terms, conditions and the basis of our relationship and will operate in a way that safeguards against unfair business practices.
- We shall encourage suppliers and contractors to adopt responsible business policies and practices.
- We shall encourage dialogue with local communities for mutual benefit.
- We will register and resolve customer complaints in accordance with our standards of service.
- We shall support and encourage our employees to help local community organisations and activities in our region, particularly employee chosen charities.
- We shall work with local schools, colleges and universities to assist young people in choosing their future careers, being an advocate for our industry.
- We operate an equal opportunities policy for all present and potential future employees and will offer our employees clear and fair terms of employment and provide resources to enable their continual development.
- We shall maintain a clear and fair employee remuneration policy and shall maintain forums for employee consultation and business involvement
- We provide safeguards to ensure that all employees of whatever nationality, colour, race or religious belief are treated with respect and without sexual, physical or mental harassment.
- We provide, and strive to maintain, a clean, healthy and safe working environment in line with our Health and Safety policy and safe systems of work.
- We have developed Environmental policies and objectives as part of the business planning cycle.

A handwritten signature in black ink, appearing to read 'Dean Frost'.

Dean Frost  
Managing Director  
A1 Engineering Solutions Ltd