



# Corporate Social Responsibility Statement

Our stakeholders, as well as our shareholders, include all those around us that make our business what it is; our people, customers, suppliers, the local community and our environment. We seek to protect the investment of all these bodies in everything we do.

## People

Our people are our most important asset and our future. We do not tolerate discrimination on any grounds; religious, ethnic, sex, sexuality or disability. At all times we expect our people to behave ethically when representing the company. Ethical business practices are essential to us and are reflected in our approach to recruitment, disciplinary matters and grievances. We are committed to developing our people and encourage training for professional and personal development. We will help any of our employees to enter further education where we can see a mutual benefit to the person and the business. We appraise all our employees regularly so that we can all understand how they are performing, how it can be improved and how we can help develop them - even in the best employee there is always room for improvement and development. As a part of these appraisals we set personal development plans. People function best when they are challenged but not stressed. We seek to maximise one and minimise the other.

## Customers & Suppliers

Our policy is to deal with all our suppliers and customers fairly, honestly and with integrity and we aim to work with companies that will treat us in the same way. We recognise that our performance affects the performance of these companies. We aim to produce the best product we can for the best price we can, on time and as agreed. We aim to use suppliers who follow the same approach. We pay our suppliers on time and if we have a grievance we will discuss this with them amicably and resolve it. We look to our customers to do the same. We appreciate that a strong industry is important to us and our broader community. We are members and active participants in our trade association to help achieve this.

## Environment

It is our policy to protect our environment wherever we can. We want to reduce waste, recycle wherever possible and minimise our use of energy and natural resources. We set targets every year to underline this policy. We comply with all environmental legislation.

## Health & Safety

Every night we want everybody who is affected by our works to go home safe and well. Therefore, we seek to provide the best performance we can in respect of Health & Safety. We work with our employees and all our stakeholders to achieve this and seek to reward and learn from best performance. We continually review our performance and set targets to improve. We communicate this with everybody that we think can help us. We comply with all Health & Safety legislation

## Community

We actively want to engage with the local communities of our premises and employees. This includes supporting local and national charities, sponsorship of individuals and organisations for charitable purposes and recruiting from the local community where possible. We actively encourage participation in education based projects such as STEM and will provide our time and support whenever we can.

A handwritten signature in black ink, appearing to read 'D Steele'.

D Steele  
Managing Director

1<sup>st</sup> May 2021