

## Responsible Business

We believe that good values and good business go hand in hand. More than just a tick in the box, these practices are an integral part of everything we do and are embedded in day to day operations in the business.

We are committed to ensuring that our business is conducted according to rigorous ethical, professional and legal standards. We wish to have a positive impact on society and the environment. This requires focus on our operations, products and services and involves interaction with key stakeholders such as employees, customers, investors, suppliers, and the wider community

Our activities are focussed in five main areas (for which there are separate policy documents):

- **Environment** – we seek to mitigate environmental impacts and positively work towards achieving sustainability by setting targets and objectives in environmental care focussing on reductions in waste of all types, energy consumption, VOC emissions and by optimising recycling
- **Our people** – our people are our most valued resource. We have an open and honest culture in all dealings with employees using proactive HR strategies to help them develop to reach their full potential whilst encouraging an enjoyable work life balance
- **Health & Safety** – our commitment is to ensure that we provide a healthy and safe workplace for our employees and visitors to our site by making sure that H&S issues are a priority in all business operations and measures of performance are maintained
- **Supply Chain** – we seek to engage in positive, mutually beneficial relationships with both customers and suppliers. Collaborating to adopt and share best practice, to deliver sustainable solutions which exceed expectations and are characterised by integrity, quality and care
- **Community** – we aim to be a responsible corporate citizen through encouraging employee involvement and support for a number of charitable causes and participation in education through a variety of schools initiatives and work placements.



Our performance in each of these areas will be monitored through the setting of objectives and monitoring of targets. We are committed to this process and information shall be made available to stakeholders in relation to our performance.

Our commitment in these areas is underpinned by the verification of our systems to recognised standards. We are extremely proud of our reputation for sound business practices and have worked hard to achieve ISO 9001, ISO 14001 accreditation, Investors in People status and FSC certification and are working towards OHSAS 18001.



Judith Fox  
Managing Director