

	Policy Corporate and Social Responsibility
Revision: 0 – January 2021	Document Number: OPT 009

CSR is defined as the integration of business operations and values, whereby the interests of all stakeholders including the community, employees, the environment, and customers & suppliers (marketplace) and are reflected in the Company's policies and actions.

Commitment

As a responsible business we are committed to delivering sustainable improvements across our services through our vision and Corporate Responsibility strategy

Purpose and Aims

The purpose of the policy is to make clear to all stakeholders what we mean by CSR and how we propose to work towards achieving it. The CSR policy applies throughout all of the Procurement Service and governs our approach to all our activities.

In implementing this policy, we aim to:

- Be responsible
- Be an exemplar of good practice

Community

We aim to have a measurable positive impact in every community that we work in whilst at the same time reducing negative ones, such as those arising from noise, dust, temporary traffic lights and excavations

- Create a positive atmosphere within communities through friendliness and customer service
- Improve employment in local communities and employ locally

Employees

We aim to have a strong, successful, sustainable, and secure workplace by embedding corporate responsibility across all management levels and systems so that employees feel highly valued, safe and secure

- Aim for zero accidents through continual improvements
- Train and develop all our employees to their appropriate competency level
- Reduce the employee turnover to below the industry average

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Environment

We aim to continue to reduce our carbon footprint throughout the business and be zero waste to landfill

- Continue to promote recycle waste strategy
- Raise awareness of sustainability and how to make it central to everyday operations

Marketplace

We aim to gain client appreciation of our corporate responsibility capabilities allowing us to win work by meeting our customers' corporate responsibility goals

- Work with our clients and suppliers to improve industry sustainability
- Embed sustainability procurement in the business
- Embed our corporate vision throughout the business
- Promote innovation and quality within the business

This policy will be reviewed as it is deemed appropriate, but every year as a minimum. The policy review will be undertaken by the Directors.