

1. Policy Statement

The Company understands and is committed to working as part of a bigger system of people, values, other organisations and nature.

This Policy Statement outlines our efforts to be a responsible business that meets the highest standards of ethics and professionalism by being both compliant and proactive.

Compliance in this context refers to our commitment to legality and willingness to observe community values. Proactiveness is every initiative to promote human rights, help communities and protect our natural environment.

This Policy Statement outlines the Company's commitment and responsibilities with regard to the above, in line with the nature of the Company's business and alongside the Company's Health & Safety Policy and Environment & Sustainability Policy Statement.

2. Your Responsibilities

It is your responsibility to ensure that you are familiar with this Policy Statement and that you understand your responsibilities when supporting and implementing its principles.

3. Objectives

Our objectives:

- To respect the law
- To honour our internal policies
- To ensure that all our business operations are legitimate
- To keep every partnership and collaboration open and transparent
- To always conduct business with integrity and respect human rights by promoting safety and fair dealing, respect towards employees, contractors, stakeholders and customers
- To commit to our anti-bribery practices

4. Implementation

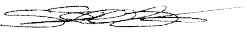
The Company will ensure that we:

- Do not risk the health and safety of our employees and community
- Avoid harming the lives of local people where our premises are based
- Actively support and promote diversity and inclusion at work
- Remain a dedicated equal opportunity employer
- Ensure our practices and activities do not directly or indirectly violate human rights in any country where the Company's supply chain operates
- Where appropriate, make donations to help those in needs in our community, through carefully chosen charities (to be reviewed annually to ensure fair representation)
- Encourage our employees to volunteer in their community
- Where practicable, support local community educational programs and partnerships in support of non-profit organisations or schools that promote the cultural and economic development of local communities
- Actively invest in the learning and development of our staff and remain open to suggestions and ideas from our employees, contractors, stakeholders and customers
- Commit ourselves to continuous improvement of the way we operate to remain a socially aware and responsible business

- Deal responsibly, openly and fairly with our clients and potential clients. For example, but not limited to: ensure our advertising is clear, informative, legal, decent, honest and truthful; be open and honest about our products and services; avoid pressure selling techniques; acknowledge problems and deal with them without delay; listen to our clients so we improve the services we offer; respect client confidentiality at all times; etc.
- Deal responsibly, openly and fairly with our suppliers by using local suppliers as much as possible and paying within the agreed timescales

5. Recording of Information

Records held by the Company will be kept confidentially and in accordance with the General Data Protection Regulation.

Signed..........Stephen Sears (Managing Director)

Date 1st January 2022