

Corporate Social Responsibility Policy

1st December 2021

Rev. 1.4

Policy statement

At Dacrylate we recognise that we must integrate our business values and operations to meet the expectations of our stakeholders. They include :

- Customers
- Employees
- Suppliers
- The Community, and
- The Environment

Commitment

We are committed to:

- Continuous improvement in our Corporate Social Responsibility (CSR) strategy;
- Encouraging our business partners to strive for matching performance;
- Acting in a socially responsible way;
- Continually improving our performance and meeting all relevant legislation;
- Encouraging our staff to be mindful of the effect of their actions on any natural resource.

Purpose and aims

We recognise that our social, economic and, environmental responsibilities to these stakeholders 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 stakeholders 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 to our stakeholders in our continual commitment to sustainable development.

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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.

Standards of business conduct

- We shall operate in a way that safeguards against unfair business practices;
- We believe that a responsible approach to developing relationships between companies and the communities they serve, is a vital part of delivering business success;
- When carrying out our business, in consultation with our customers, we will determine the environmental, social and economic issues;
- We will continually review our policies and business practices to encourage engagement with small and medium enterprises as well as larger companies.

Corporate governance

We are committed to ensuring that our business is conducted in all respects according to rigorous ethical, professional, and legal standards.

- All the laws that regulate and apply will be complied with;
- We endeavour to ensure that stakeholders have confidence in the decision-making and management process of the procurement, by the conduct and professionalism of all staff. We do this by continually training and developing our staff;
- All groups and individuals with whom we have a business relationship will be treated in a fair, open and respectful manner;
- Competition will be reasonable and based upon the quality, value and integrity of the products and services being supplied;
- Feedback on performance will be actively sought, and we will continually review all activities to ensure best practice is observed at all times;
- We will allow our customers and vendors to give feedback on our performance and ensure that all customer comments are analysed, responded to and where appropriate, acted upon;

An Action Plan will be developed to ensure continuous improvement is achieved.

Partnerships

We shall ensure a high level of business performance while minimising and effectively managing risk ensuring that we uphold the values of honest, partnership and fairness in our relationships with all our stakeholders.

- 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 register and resolve customer complaints in accordance with our standards of service.
- We shall encourage suppliers and contactors to adopt responsible business policies and practices.
- We are committed to ensuring that the welfare of works and labour conditions within our supply chain meet or exceed recognise standards;
- Where appropriate, our tender specifications include questions to reflect our desire for sustainable procurement;

- We hold regular meeting with our suppliers to support these ideas;

We will continue to work with suppliers to:

- Reduce the amount of packaging and transit where possible;
- Implement schemes to take-back, recover, re-use and recycle products at the end of their use/life.

Equality and diversity

- We shall provide safeguards to ensure that all employees of whatever nationality, colour, race or religious believe are treated with respect and without sexual, physical or mental harassment;
- We shall 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 will ensure that our customers and suppliers are able to work together in confidence and be treated with respect by each party.

Impact on society

- Our impact on the local and wider community will be understood and nurtured;
- 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 shall support and encourage our employees to help local community organisations and activities in our region, particularly our employee chosen charities.

Biodiversity

We actively encourage the use of sustainable practices in the maintenance of the Company grounds and premises. Biodiversity is essentially for sustainable development and human wellbeing. We are working to the framework of BS 8583:2015 and are working towards and in conjunction with the BSI.