

RP Technologies Ltd Corporate Social Responsibility Policy

We acknowledge and appreciate that our business activities impact on the communities in which we operate. Corporate Social Responsibility to RP Technologies Ltd means behaving responsibly and dealing with customers and suppliers who do the same.

We are committed to the principle that our business goals will be best achieved when we consistently act within an ethical framework that enables us to be a good 'corporate citizen'.

This document defines the basic principles, ethics and values that guide RP Technologies Ltd in its business conduct. We consider it critical that we work in accordance with these values to maintain our reputation and our relationship of trust with our workforce, customers, suppliers, and the community.

BUSINESS ETHICS

We will conduct our business legally, honourably and ethically. At all times we will:

- Trade and compete fairly and transparently, never obtaining or maintaining business through illegal conduct, corruption or extortion.
- Not tolerate any employee of the company offering, soliciting or receiving any form of bribe or inducement.
- Report financial information in a complete, accurate, honest and timely manner.
- Commit to enforcing key social issues including respect for human rights, including, no forced or child labour, or modern slavery.
- Treat our customers, suppliers and stakeholders as we would want to be treated ourselves.

COMMUNITY

We want to succeed as a business in alliance with the communities in which we operate. We will therefore:

- Strive to be a good neighbour.
- Engage in a constructive dialogue and wherever possible work in partnership with the community.
- Work with the local colleges and the engineering industry to develop skills, education and training.
- Respect and acknowledge local cultural and religious needs.
- Respond promptly to enquiries from interested parties and provide relevant information regarding our activities.

HEALTH & SAFETY

We are committed to providing a working environment which is safe for both our staff and the community we work in. We will:

- Guarantee that health and safety is the prime consideration in any activity undertaken by RP Technologies Ltd.

- Promote and maintain policies on health & safety which will ensure best practices and a philosophy of continuous improvement.
- Ensure that all employees are competent and adequately trained in key skills.
- Measure, review and monitor our performance.

ENVIRONMENT

All our business activities impact on the environment. Our goal is to seek ways of minimising adverse impacts and look for opportunities to improve our environment through our work. To enable us to achieve our goal we will:

- Maintain an environmental management system.
- Seek to minimise waste by reusing and recycling as much as possible.
- Actively reduce pollution produced during our business processes.

PEOPLE

We aim to be the employer of choice in our type of business. To meet this aim we will:

- Provide a safe and enjoyable place to work.
- Treat employees honestly and fairly, ensuring that dignity at work and mutual respect are incorporated in our working practices and the way we behave towards each other.
- Pay all employees a fair wage compared to government and industry standards and adhere to working hours rules as determined by ACAS guidelines.
- Do not prevent employees to join trade unions.
- Encourage personal development and provide appropriate and comprehensive training to further their careers.
- Maintain clear disciplinary and grievance procedures.
- Promote and encourage consultation and the involvement of employees in the determination and direction of our working practices.

SUPPLIERS

We aim to get the highest quality of product, service and value from our supply chain while encouraging our suppliers to abide by the principles of our policy on corporate ethics. To ensure that this is the case we will:

- Assess critical suppliers and subcontractors, monitor their performance and provide constructive feedback to encourage optimum performance.
- Ensure our suppliers adopt good 'corporate citizen' business practises.
- Ensure prompt payment in line with contractual arrangements.

CUSTOMERS

We aim to be the supplier of choice, providing excellent service, value for money and continued support to help our customers achieve their objectives. To build relationships of trust and confidence we will:

- Maintain quality assurance accreditation to ISO 9001.
- Communicate with customers and listen to their views.
- Aim to anticipate the future needs of our customers, promoting best practice, innovation and value for money.
- Work with our customers to create added value and 'win-win' arrangements.

DIVERSITY

We aim to be recognised as a business that values a diversity of backgrounds and uses the variety of ideas, perspectives and skills available within society to strengthen our business and cement its place within the community. We will:

- Ensure our policy on equal opportunities is rigorously implemented at all levels within the company.
- Aim to develop a diverse workforce that reflects the community we work in.
- Tolerate no discrimination because of colour, gender, sexual orientation, marital status, age, disability, race, nationality, ethnic origin, religion or social background.
- Where possible, seek to use small businesses in our supply chain that reflect the diversity of the community.

Responsibility for compliance of the RP Technologies Ltd CSR policy and standards lies with the Directors, Managers and their staff.



Jane Mitchell

Approved on behalf of the Board of Directors

Last reviewed : 17th February 2022