

## **Acorn Environmental Management Group Ltd**

### **Corporate Social Responsibility Policy**

This Corporate Social Responsibility (CSR) Policy shall demonstrate our commitment to behaving fairly and responsibly, contributing to economic development while improving the quality of life for our staff as well as contributing to our local communities and society. We recognise that our social, economic and environmental responsibilities are integral to our mission, vision and values and business success.

Our mission to enhance the sustainability of the land-based industries is at the heart of our CSR policy. We aim to improve the competitiveness of the land-based sector and thereby enhance livelihoods.

We operate nationwide and so shall aim to provide support into communities in a range of ways including partnership with other businesses and community organisations, via charitable activities and wherever practical, we shall encourage sharing the use of our resources.

We shall be committed to improving environmental management. We will aim to reduce our greenhouse gas emissions by introducing energy efficiency measures and adopting procurement policies that favour sustainably-produced goods. Whenever feasible, we shall use our influence to promote the adoption of modern and cleaner technologies by actively assisting our clients in minimising the environmental impacts of their operations.

AEMG is committed to ensuring that our business is carried out in all respects according to rigorous ethical, professional and legal standards. Our business and livelihood depend upon our customers. Every employee is responsible for ensuring that any contact with our customers and the public at large reflects professionalism, efficiency and honesty. We strive constantly to provide high quality service and products and good value for money.

AEMG values its staff. We have developed employment policies that are directed at creating an environment that will attract, develop, motivate and reward employees of high calibre. The work environment is enhanced by lifestyle-friendly policies that support human rights, citizenship, health and safety, disability, personal and career development and high standards of ethical and professional conduct. AEMG core values guide our working practices.

Alongside our financial success as a business we recognise our responsibility to work in ways that add value to the lives of our stakeholders and improve the world in which we live.

## **Environment**

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AEMG is committed to a programme of best practice in the context of environmental management. To achieve this objective, we will aim at reducing our greenhouse gas emissions by introducing energy efficiency measures, promoting the use of clean or public transport, purchasing renewable energy, increasing recycling and the use of recycled materials, and adopting procurement policies that favour sustainably produced goods.

Whenever feasible, we will use our influence to promote the adoption of modern and cleaner technologies by actively assisting our clients in minimising the environmental impacts of their operations. Additionally, we aim to encourage our clients and suppliers to adhere to the same principles and values that we adopt ourselves.

We recognise that our business activities have direct and indirect impacts on the societies in which we operate. We endeavour to manage these in a responsible manner, believing that sound and demonstrable performance in relation to corporate social responsibility policies and practices is a fundamental part of today's business success.

## **Health and Safety**

We place great importance on health, safety and welfare matters and will undertake to conduct our business in such a way as to ensure the health, safety and welfare of all our employees, visitors and the public.

AEMG has established and continues to develop a working environment in which there is an awareness of the importance of health, safety and welfare. All employees have a duty of care and are encouraged to participate in developing safe working methods and to have a regard for the health, safety and welfare of themselves and others.

## **Welfare**

AEMG recognises that people in the workplace are the organisation's greatest asset. Policies are therefore directed at creating an environment that will attract, develop, motivate and reward employees of high calibre, taking into account the specific requirements of the business.

Key features of the AEMG's employment policies and practices are:

- We are an equal opportunities employer and embrace a diverse and multi cultural workforce. Our aim is to ensure that no employee receives less favourable treatment on the grounds of sex, race, colour, nationality, ethnic or national origins, marital status, having dependents, sexual orientation, age, disability, trade union activity, political or religious belief. Our employment policies actively value and promote diversity.
- Respect and support for the Human Rights Act, including an employee's right to freedom of expression, privacy and family life.
- Flexibility in working time for all employees, wherever practicable, to reflect changing family/personal circumstances.
- Provision of lifestyle friendly policies and practices such as right to request flexible working, parental leave, enhanced maternity, paternity and adoption pay leave, career break and job share.
- Support and help for employees who become disabled during their working life.
- Structured approach to personal and career development through the performance management system and the provision of training programmes. It is AEMG policy to promote, wherever possible, from within.
- Adherence to high standards of ethical conduct and professional business conduct. AEMG attaches high importance to its reputation for honesty, integrity and high professional and business ethics.

AEMG believes in the value of employing people with a diverse range of cultures and backgrounds and we support the UN Universal Declaration of Human Rights and recognise the obligation to promote universal respect for an observance of human rights and fundamental freedoms for all, without distinction as to ethnicity, origin, religion, gender, language or disability.

AEMG allows its employees to undertake civic duties, including jury service, membership of public authorities, etc., as long as such duties do not prevent/limit proper performance of staff duties with, or otherwise conflict with AEMG's business objectives.

Community involvement may also include charitable activities. Accordingly, AEMG has developed policies to facilitate employee giving, provision of special leave to help local charities or charitable events.

## **Business Ethics**

We are committed to the maintenance of high ethical standards in its dealings with employees, clients and members of the public.

Definitions of ethics usually include: 'relating to morals or the rules of conduct in certain aspects of human life.' In terms of AEMG, we have responsibility to ensure that in all our work we respect the human participant's rights, health, safety, dignity, privacy and well-being.

The principles that AEMG will adhere to include:

- Comply with all the laws that regulate and apply to the AEMG, its systems and the conduct of its business.
- Treat all groups and individuals with whom we have a business relationship in a fair, open and respectful manner.
- Show respect for the individual, treating each in a consistent way and honouring commitments made within appropriate levels of authority.
- Share and declare information on personal and corporate conflicts of interest and seek guidance from higher authority before acting.
- Be honest and truthful in all representations and where withholding information is necessary be clear about the motives and explain why this is being done.
- Attempt to ensure that competition is fair and based upon the quality, value and integrity of the products and services.
- Not tempt others into acting in a way that is in violation of the AEMG's standards.

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

Our business and livelihood depend upon our customers. Every employee is responsible for ensuring that any contact with our customers and the public at large reflects professionalism, efficiency and honesty. We constantly strive to provide high quality service and products and good value for money.