

## **11 – Code of Ethics Policy**

In order to earn and maintain an excellent reputation our organisation is committed to operating with the highest moral and ethical business standards, with honesty, openness and accountability.

It is critical to our success that the goods we supply are fit for purpose and meet our customers' expectations and deadlines.

### **We are committed to:**

- Conducting fair, honest and transparent business operations and dealings.
- Top management leading our strategic direction in matters of ethics and professionalism.
- Compliance with UK law for bribery, modern slavery and criminal finances.
- Good corporate social responsibility.
- Making statements to stakeholders that are truthful and made in good faith.
- Providing avenues for stakeholders to raise queries or concerns.

### **GDPR**

- We respect, control and safeguard intellectual property and stakeholder confidentiality with due diligence, with multi layered cyber security systems and fully in compliance with GDPR regulations.

### **Quality**

- Products that meet our quality standards are critical to our success.
- Everyone in our organisation is committed to the effectiveness of the Quality Management System.

### **Environment**

- We do business in an environmentally friendly way and strive for continuous improvement of our environmental performance, monitoring and complying with environmental law.

### **Working Environment**

- We provide a working environment that is in compliance with applicable Health and Safety legislation.
- We do not compromise on safety, our people are our most valuable asset.
- Nothing is more important than their safety and wellbeing.
- Our employees are expected to develop a proactive and co-operative attitude to Health and Safety.

### **Employees**

We provide equal opportunities to personnel and eligible applicants for employment and do not unfairly discriminate by gender, nationality, religion, disability, age or sexual orientation. We have clear policies to promote diversity and equality in accordance with the law. Our management build an environment based on dignity, respect, tolerance and understanding mutual co-operation and individual privacy. We do not tolerate bullying or harassment, employ persons under the age of 15, or allow forced labour of any kind. We are fully compliant with the Modern Slavery Act. We promote continuous learning and development of skills, competence and awareness.

**Suppliers**

We establish good working partnerships with our external providers so that we may meet or exceed customer expectations for quality, value and timeliness of delivery. We supply local suppliers and pay our bills on time.

**Customers**

Our objectives are customer satisfaction, customer retention, quality of goods and services, safety, after sales and customer liaison for mutual benefit.

**Community**

We are committed to being a good neighbour, site safety, reduced impact on the community and support of charities, sponsorship or donations.

Signed ..... *David Price* .....

**David Price (Managing Director)**

Date ..... *5/1/2018* .....