

06 Corporate Social Responsibility Statement

UNDERPINNED BY The Ten Principles of the United Nations Global Compact are derived from: the [Universal Declaration of Human Rights](#), the [International Labour Organization's Declaration on Fundamental Principles and Rights at Work](#), the [Rio Declaration on Environment and Development](#), and the [United Nations Convention Against Corruption](#).

Human Rights

[Principle 1](#): Our business supports and respects the protection of international human rights;

[Principle 2](#): we are not complicit in human rights abuses.

Labour

[Principle 3](#): Our business supports freedom of association and collective consultations;

[Principle 4](#): we do not allow any forms of forced and compulsory labour;

[Principle 5](#): we support the effective abolition of child labour;

[Principle 6](#): we do not allow discrimination in respect of employment and occupation.

Environment

[Principle 7](#): we support a proactive approach to environmental challenges;

[Principle 8](#): we undertake initiatives to promote greater environmental responsibility;

[Principle 9](#): we encourage the development of environmentally friendly technologies.

Anti-Corruption

[Principle 10](#): we do not allow corruption in all its forms, including extortion and bribery.

Our 7 key points for designing our supplier code of conduct

(aligned with Chartered Institute of Procurement and Supply CIPS and UK Responsible Business Standards)

1. We follow the UN's Guiding Principles on Business and Human Rights and understand how our organisation can uphold ethical responsibilities.
2. We focus on the four key categories of human rights, labour, the environment and anti-corruption, outlined by the United Nations Global Compact, as the main foundation of our code of conduct, and consider our company's approach to whistleblowing.
3. We explore sector specific issues such as technology, competition, taxation and consumer interest, linked to the OECD Guidelines for Multinational Enterprises
4. We review and approve annually via Directors our code of conduct, our company values, awareness of current CSR challenges, and how address them.
5. We keep our code realistic, honest, practical. measurable with an understanding of key requirements, context and examples.

6. We ensure regular monitoring through audits, risks assessments, and conversations with suppliers.
7. We respond to violations by developing solutions, rather than terminating business relationships as a first response.

We are committed to aligning our code of conduct with our supply chain

Our supplier code of conduct purpose is to ensure that we as suppliers put into place safe working conditions and that all employees and stakeholders are treated with respect. Components of our supplier code of conduct include:

- **Labour practice and standards:** This includes safeguards against child labour, non-discrimination, health and safety, working conditions, working hours, compensation, right to association, freely chosen employment.
- **Environmental policy:** This includes product and materials and technology use
- **Ethics:** We commit to anti-corruption measures, and fair business practices in winning business, supporting employees, and in managing supply chain relationships
- **Review and documentation policy:** We commit to monitor and annual review

Our steps to develop our supplier code of conduct

1. **We assess risk in our company's supply chain:**
 - Where our manufactured products are sourced
 - The environmental and labour law enforcement in those countries
 - The methods used in manufacturing with our environmental and social goals
2. **We discuss and consult with our suppliers and other companies in our industry**

We check our suppliers are working with customers who have a code of conduct in place to ensure consistency where appropriate.

3. **We seek examples of supplier code of conducts based on industry standards**

Our supply chain has initiatives to create a common set of supplier conduct standards, and we commit to a code of conduct based on industry standards.

International Labour and Environmental Standards

We review relevant standards for our supplier code of conduct and ask suppliers to conform

We understand standards such as

- [UN universal declaration of human rights](#)
- [UN global compact](#)
- [ILO International labour standards](#)

Environmental and social standards

- [ISO 14000](#) : ISO 14000 is a set of international voluntary standards and guidelines regarding environmental management systems, eco labelling, environmental auditing, environmental performance evaluation, environmental aspects in product standards, and life cycle assessments.
- [SA 8000](#) : SA 8000 is an international standard to ensure good working conditions that covers topics such as: preventing child labour and forced labour, workplace safety and health, freedom of association and right to collective bargaining, anti-discrimination, discipline, remuneration, working hours, and HR management systems.

Establishing and monitoring

Monitoring our company's supplier code of conduct involves reviewing:

- Tools for understanding supplier performance on the topics addressed (eg [corporate responsibility](#) and business conduct). These include assessments and ratings such as EcoVadis and UK Responsible Business standards
- New processes in procurement and supply chain management to integrate code of conduct performance measurements into procurement decisions. These include supply chain risk management [SRM](#) and supplier information systems that can track which suppliers have agreed and signed the Supplier code of conduct.
- Commercial enforcement mechanisms such as contract clauses, and eligibility for rewards programs such as "preferred supplier" or "key supplier" status programs and other incentives.
- Internal change management efforts to train employees and suppliers on the code of conduct and its implications for our business.

Benefits of our supplier code of conduct

- By creating a supplier code of conduct we set clear expectations for suppliers in a way they can consult and engage with.
- Helps protect our company's reputation in case of an incident at a supplier's site (eg environmental or human rights)
- Code of conducts are important when we source materials and products from countries where environmental and labour law enforcement need checking

Michael Oon reviewed June 30