



White Post Farmhouse, Laindon Common Road, Little Burstead, Essex CM12 9SY
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CORPORATE SOCIAL RESPONSIBILITY POLICY STATEMENT

This document sets out the Corporate Social Responsibility (CSR) Policy Statement of Visual Interiors and Partitions Ltd (The Company). It covers activities undertaken by the company office location and site operations.

Aim

We understand that the way we run our business has the potential to affect society and our aim is to operate as a socially and environmentally responsible business that makes a positive contribution to the local and nationwide communities and environments in which we work.

As a financially stable, safety conscious and innovative family run business, we aim to provide rewarding and enduring careers for our colleagues, to provide value and high-quality services to our clients and to develop mutually beneficial partnerships with our suppliers.

Policy statement

The Company is committed to acting responsibly in all aspects of the areas of human rights, labour, environment and anti-corruption. We strive to find a balance between the financial sustainability of the company as a business and our wider responsibilities. We are committed to honesty, transparency, and upholding the highest moral and ethical standards in all our interactions.

We actively support local communities and charities. We promote local skills and education by providing employment and placement opportunities.

We take all reasonable measures to minimise the environmental impacts of our business and make sure our use of natural resources is sustainable and environmentally responsible. We recognise that we are in a climate and ecological emergency and are committed to taking meaningful action to minimise our climate impacts.

We maintain safe and welcoming working environments for all our colleagues and support the protection of human rights. We offer equal opportunities for all, actively encourage diversity and inclusion, and protect staff health and wellbeing. Our colleagues have access to abundant support, learning and development throughout their career.

We understand the important contribution our suppliers and partners make to the success of the company. We aim to develop positive and lasting relationships and offer support to achieve the highest legal, ethical, and environmental standards.





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We comply with all legislation, standards, statutory and other obligations and best practices that are relevant to our activities and the jurisdictions in which we operate.

Responsibilities

The company is responsible for reviewing and approving the content and implementation of this policy through appropriate procedures, guidance, and monitoring.

The Managing Director will oversee the company’s adherence to this policy. Other Company Directors and Management Teams are responsible for taking measures to promote this policy and help their staff to comply with its requirements.

All staff are required to comply with the policy requirements and share responsibility for our performance in implementing it.

Line managers are required to check that their staff are aware of this policy and any associated guidance. Managers will also be responsible for supporting staff in following through new skills which will develop them in their future work and career.

Implementation

The company is committed to having a positive impact. We bring value to society by advancing knowledge and understanding of environmental risk and hazards and we actively support initiatives to promote colleague wellbeing, social value, and environmental sustainability.

Being a good employer and promoting diversity

We provide a healthy and safe working environment, support the mental and physical wellbeing of our colleagues, and operate in accordance with our ISO 45001 certified health and safety management system.

We communicate clearly, concisely and respectfully and have an open-door culture to allow all our colleagues to have an effective voice.

We value diversity and treat everyone with respect, dignity, and fairness, fostering an inclusive and collaborative work environment that is free from discrimination, bullying and harassment. We offer equal pay and opportunities regardless of gender that reflect qualifications and experience. We pay all our permanent staff at or above the National Minimum/Real Living wage.

The company will endeavour to ensure that slavery and human trafficking is not taking place within our directly employed workforce, or any of our sub-contractors, as per our **Modern Slavery & Human Trafficking Statement**. Our recruitment processes are transparent and reviewed regularly.



Being a good partner

We operate in an open and honest way with our colleagues, clients and suppliers. We seek to develop positive and lasting relationships, are focused on ensuring the safety and quality of our services and are committed to clear communication. We seek and respond to the opinions of our colleagues and clients and maintain a **Whistleblowing Policy** for any serious concerns.

Our contracts clearly set out the agreed terms and conditions and we will seek to comply with client policies and codes of practice where required and reasonably possible to do so without conflicting with our own policies or other obligations.

We encourage our suppliers to adopt responsible business policies and practices.

Supporting local communities

The company recognises the social and environmental benefits of employing local people. We champion the use of local suppliers in the knowledge that this can make a positive contribution to the wellbeing of local communities. The company support people who take part in local charitable and volunteering activities.

Environmental responsibility

The company's **Environmental Policy** explains how we seek to protect the environment by operating in accordance with our ISO 14001 certified Environmental Management System.

The company supports working more efficiently, minimising our resource use and the environmental impacts of our resource use. Employees are encouraged to contribute to our environmental goals and follow environmentally responsible practices in their daily work. We offer preferential approval status to suppliers who support our environmental and sustainability goals and advice to those who wish to improve their own environmental performance. We support our clients to reduce their environmental impacts and use our diverse project portfolio to deliver sustainable development

Integrity

We employ responsible and accountable business practices that encourage a culture of integrity and responsibility. We apply a zero-tolerance approach to acts of bid-rigging, mis-selling, bribery or corruption by any of our employees, business partners or agents working on our behalf.


This document will be reviewed annually for continued suitability, will be communicated within the company and, if appropriate, made available to interested parties.

VIP VISUAL INTERIORS & PARTITIONS LTD

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