

SOCIAL & ETHICAL POLICY STATEMENT

It is the Policy of C.G. Godfrey Ltd to undertake its activities in a socially, ethically and environmentally responsible manner. This includes the ethical treatment of employees, customers, associates, contractors, suppliers and the public.

C.G. Godfrey Ltd is committed to making continuous improvements in the management of our environmental impact as part of our goal of developing a sustainable business. Indeed many of our products support other organisations in doing this. We work to promote environmental care and awareness, with emphasis on the need to reduce energy consumption and waste production. Action being taken includes recovery of helium gas, recycling of materials, using timing switches to reduce energy consumption and reducing the need to travel. We monitor and report on environmental issues and compliance with local legislation.

We will conduct our operations in accordance with accepted principles of good corporate governance.

Information received by employees in the course of business dealings cannot be used improperly for personal gain or for any purpose except that for which it was given. All employees have the right and the responsibility to resolve doubts or uncertainties about ethical questions or compliance with the law. We also strongly encourage an "open door" policy to bring any such queries, if necessary, to a higher level of management.

At all times, it is our policy to stay within the laws, rules and regulations of the countries, states or other jurisdictions in which we operate. It is our policy to co-operate fully with relevant public authorities and regulatory bodies as appropriate.

The Policy objectives are regularly reviewed and are supported by a number of issue-specific policies and procedures which are regularly audited, in particular the Health and Safety and Environmental Policies.

C.G. Godfrey Ltd strives to ensure that all employees are treated with respect and are appropriately rewarded. C.G. Godfrey Ltd seeks to operate above the standards laid down by employment legislation and the 1998 Human Rights Act requirements, to implement an effective Equal Opportunities Policy and to acknowledge staff representation.

C.G. Godfrey Ltd facilitates effective communication with and between its staff by various means.

C.G. Godfrey Ltd does not tolerate sexual, racial or any other form of discrimination.

Employees are encouraged to develop their skills on an ongoing basis

We aim to recruit, employ and promote employees on the sole basis of their ability and are committed to developing and enhancing each employee's skills and capabilities. Our policies are designed to provide employees with safe and healthy working conditions and practices, and to enable everyone to work free from discrimination, harassment or bullying of any kind.

In return we expect our employees to act with integrity and maintain high ethical standards.

Commitment to Recycling

C.G. Godfrey Ltd will recycle paper where possible.

C.G. Godfrey Ltd will recycle computer equipment where possible.

C.G. Godfrey Ltd will recycle used printer cartridges where possible.

Construction

C.G. Godfrey Ltd will take all reasonable measures to minimise the disruptive effect on the community from the construction process.

Health & Safety

Through its Health & Safety Policy, C.G. Godfrey Ltd conducts its activities with due regard for the health, safety and welfare of its employees, contractors, clients, visitors and members of the public wherever C.G. Godfrey Ltd's activities are carried out.

Community Engagement

C.G. Godfrey Ltd actively supports and participates in initiatives to educate local communities about the risks on building sites and supports local schools through events and projects related to the construction industry.

Signed:



Name: Andrew Coles

Construction Director Responsible for Health, Safety & the Environment

Date: 2016 31st July

This policy will be reviewed at least annually to ensure that it remains up to date in respect of the legal requirements and good practice.