

## Corporate Social Responsibility Policy

*"Graham Engineering is strongly committed to sustainable development and aims to provide a complete service of quality engineering to all our stakeholders, through a combination of innovation and operational excellence, whilst upholding the highest ethical, professional, health, safety and environmental standards. As a responsible service provider we believe that the long term future of our business is best served by respecting the interests of all our stakeholders. We endeavor to take account of the impacts our activities have on the environment, society and the economy."*

### Compliance

We will ensure compliance with all applicable health, safety and environmental legislation, industry best practice and other stakeholder requirements and we will maintain a full awareness of future developments.

### Continual Improvement and Customer Care

We are committed to:

- Continual improvement in our quality, health, safety and environmental performance.
- Providing confidence in our service by understanding, achieving and exceeding customer and stakeholder needs and expectations.
- Identifying opportunities to improve satisfaction by listening to our customers and taking all necessary actions where improvements can be made.

As part of our implementation of ISO9001, ISO14001 and OHSAS18001 standards we set clearly defined objectives and targets; measure and review our performance of core processes and activities to help provide the best service available.

### Risk Management

We are committed to:

- Preventing pollution, injury and ill health.
- Ensuring a safe and healthy environment for our employees, customers, visitors, contractors, general public and stakeholders at our site and from our products and services.

We will:

- Identify, assess and control all health, safety and environmental aspects and risks.
- Maintain a safe working environment.
- Ensure that our site, plant, machinery and equipment are maintained in a safe condition.
- Ensure the safe, responsible and efficient management of substances and wastes to minimise our impacts in use, handling, storage and disposal.
- Ensure our suppliers and contractors are selected where practicable on commitment to good ethical, quality, health, safety and environmental practices.

### Environment & Carbon Management

We will:

- Ensure optimum use of natural resources and raw materials.
- Support the waste hierarchy in terms of reduction, re-use and recycling of production materials such as steel and packaging.
- Reduce carbon emissions where possible through the efficient usage of energy and fuel.

### Community

We will:

- Ensure that adequate controls are in place so that our impacts will not adversely affect or cause nuisance or harm to our neighbours and the community.
- Engage, communicate and work closely with neighbours adjacent to our operations where necessary, to try to ensure they are kept up to date with our plans and performance.
- Endeavour to recruit employees from the local community and source local suppliers and contractors to support the local economy.

### Culture

Our employees are our most important asset. We will:

- Encourage and empower them to be safe, healthy, professional, motivated and resourceful people.
- Provide our employees with all necessary resources and information.
- Proactively train and develop them in their current roles and future careers.
- Involve and consult with our employees in the development of policies and procedures.
- Encourage them to communicate issues, suggestions and opportunities for improvement.

### Policy Communication and Review

This policy will be reviewed on an annual basis. It will be brought to the attention of all employees, suppliers and contractors and is freely available to interested parties from our website [www.graham-eng.co.uk](http://www.graham-eng.co.uk). The organisation, arrangements and safety rules that form part of this policy are detailed in the Health & Safety Policy Manual.

As Managing Director of Graham Engineering I take full responsibility for the implementation of this policy.

I Bannister  
March 2013

