



## Corporate Social Responsibility Policy

### Our Aim

Our aim is to demonstrate a responsible approach to the welfare and well being of all our stakeholders – including our people, suppliers, the communities and markets we operate in and the environment as a whole.

From our earliest beginnings Elite Industrial Supplies Limited has traditionally always had a strong sense of social responsibility. This is reflected today in our values and behavior, in how we operate as a company and of how we respond to the genuine concerns of our stakeholders. This is irrespective of where they are, be it in the workplace, marketplace, the countries we operate in and the wider environment in which we live.

We as a company value and respect the people who work for us and treat personal development as a priority. Specific training programs are implemented to ensure our people are capable to carry out their tasks competently and safely.

We recognise that stress in the workplace is commonplace and is a concern to us. We therefore provide free and confidential counseling to all employees who wish to use this service.

Regular monitoring of the make up of the people who work for us is carried out and reported annually to top management. We take harassment and discrimination very seriously and our management are trained to ensure instances of this are identified and eradicated.

As part of personal development we endeavour to promote from within the organisation wherever possible. Strict procedures are in place to ensure recruitment is carried out fairly and with the utmost integrity.

We are an equal opportunities employer and our policy can be viewed upon request at any given time. An individual copy is available and the information can also be found in the Company Handbook.

## **Environment**

Elite Industrial Supplies Limited recognises and accepts that concern for the environment is an integral and fundamental part of the Company's corporate business strategy.

The Company will actively seek to reduce its impact on the environment, to the lowest practical minimum by recognizing its responsibilities through a positive policy on safety at the workplace, control of pollution and care for the local environment. Any threat of pollution from its activities will be identified and either eliminated or effectively controlled.

## **Energy**

We monitor all vehicles we use to ensure they are operating within current legislation and the set objectives and targets. Vehicles are regularly serviced to ensure optimum performance, fuel efficiency and minimisation of exhaust and noise emissions.

Electricity usage is closely monitored and strict controls are in place to reduce the energy used.

## **Health & Safety**

Our primary concern is to create a healthy and safe working environment for all of our employees and visitors through the implementation of safe working systems that embrace the requirements of health and safety legislation in force within the areas in which we operate.

Our Directors take an active role in health and safety and attend our regular meetings.

The Company Health and Safety Policy is issued under the signature of our Managing Directors. This is available to be seen at any time and details can also be found in the Company Handbook.

## **Equal Opportunities**

We maintain our commitment to an Equal Employment Opportunity workforce and encourage diversity.

Our Equal Opportunities Policy will help all employees to develop their full potential, and the talents and resources of the workforce will be fully utilized to maximize the efficiency of the organization.

## **Suppliers**

All equipment we use is designed to operate to the highest possible standards and also comply with current legislation.

We carry out regular supplier assessments and appraisals to ensure our suppliers adhere to our purchasing requirements. We do not enter into agreements with suppliers that will have a detrimental effect on the environment.

Our suppliers are encouraged to be innovative and to supply alternative goods that have significantly less impact on the environment and reduce the risk to our employees.

## **Communities**

Monetary donations are provided to local charities and good causes that benefit the local communities we operate in.

The local community we operate in is a valuable resource as we employ most of our people from within this boundary.

We take enormous pride from the fact that as we continue to prosper we bring prosperity in turn to the local community and the country as a whole.