# Sanderson

We're partners

# Corporate Social Responsibility Policy

June 2019

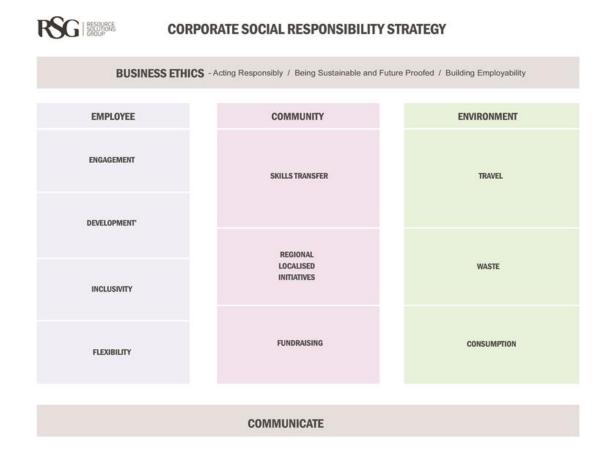| | |
|---|---|
| **Executive Owner** | Managing Director – Operations |
| **Policy Owner** | Group Operations Manager |
| **Approval & Sign off** | Senior Management Team |
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## ABOUT THIS POLICY

Sanderson Solutions Group PLC and its associated and subsidiary companies (together "the Company", "Group" or "we") Corporate Social Responsibility (CSR) Programme is about the core values and principles that govern the way we, together with our associated and subsidiary companies, operate. As an organisation we aim to create the right balance between the development of opportunities with our clients, supporting the communities in which we operate, our impact on the environment and our commitment to providing our staff with a stimulating and rewarding place to work.

The Company's CSR programme has been created by the people at the heart of our business – our employees. Our CSR committee is made up of volunteers across all areas of the business and represents a diverse group of individuals who are committed to ensuring we embed our CSR initiatives throughout the organisation.

Most importantly our CSR programme is about ensuring we operate in a responsible way, not just because it improves the sustainability of our business and helps us attract the best talent, but because it is important that we make a valuable contribution to the people, communities and environment around us.

**OUR CSR STRATEGY**



Our CSR strategy is focused on three core pillars; Employee, Community and Environment. These pillars are governed by our three core business ethics;

- **Acting responsibly towards our**: employees; clients; candidates; environment; communities; suppliers and to our organisation

- **Being sustainable and 'future proofed'** to ensure another 40 years of heritage and beyond.

- **Building employability** through developing skills, knowledge and personal attributes that enhance a person's capability to be effective in the workplace to the benefit of themselves, their employer, their colleagues, their marketplace (clients, candidates and suppliers) and the local community

**EMPLOYEE PILLAR**

The employee pillar centres on:

- *Engagement* – how we engage with our existing & potential employees; ensuring they are given a voice and an active role in the evolution of the Company as a market leading recruitment provider.

- *Development* – creating opportunities, promoting development and investing in learning so our employees can fulfil their growth potential and enhance their employability.

- *Inclusivity* – fostering a culture where hierarchies or job descriptions are not a barrier to effective, cross-functional team working; where bright ideas are encouraged and supported and where everyone understands what each other does and what else they could do within our organisation.
- *Flexibility* – harnessing technology to work in a smarter way and positively challenging traditional workplace practices

## COMMUNITY PILLAR

### *Work Ready Programme*

We are fully committed to delivering a work ready programme that will enhance the employability of people in the communities where our employees are located. The Work Ready Programme involves partnering with national, regional and local employability charities and trusts.

The programme is modular and aimed at helping participants develop self-awareness through exploring their skills, interests, value and motivations as well as providing practical guidance on:

- creating a compelling CV and digital profile;
- using online job search tools effectively;
- understanding the application process and psychometric testing; and
- preparing to shine at assessment centre and impress at interview.

### *Charities*

Our charity and fundraising initiatives are selected by our employees who are given the opportunity to nominate a charity which the Company will support for 12 months. The CSR committee selects up to four charities from the nominations and these charities are then supported through volunteering and fundraising activities. In addition to our chosen charities we will also continue to support crisis appeals.

## ENVIRONMENT PILLAR

We are committed to identifying effective ways of working that reduce our impact on the environment. This includes:

- Investing in and raising awareness of technology across our regional network to reduce travel
- Communicating car sharing options for employees
- Promoting the cycle to work scheme
- Building on our existing recycling practices
- Reducing paper usage
- Selecting eco-friendly suppliers

## CSR PROGRAMME STRUCTURE

### *Working Groups*

The CSR programme was created by a voluntary working group of employees from across Group who are our CSR champions. Based on the individual's own passion and interests they decide which pillar (employee,

community or environment) they want to contribute too and are aligned with the relevant working group. Employees can work across more than one working group if they desire.



Each working group of employees generates ideas, takes responsibility for implementing actions and provides regular feedback on progress. Progress is communicated through the employee newsletter and at the annual awards conference.

### Group Leaders

The role of the Group Leader is to ensure the group's ideas and actions support the overarching CSR strategy. They must also achieve consensus within the Group for ideas put forward and plan and execute any agreed actions. This includes project management of the initiatives, allocation of roles and responsibilities and liaising with the Group's Board to obtain approval and budget.

### CSR Chair

The role of the CSR chair is to ensure all actions generated by the three working groups are consistent with the overarching strategy and to assist with liaising with the Group's Board.

### CSR Brand

Our brand reflects our commitment to safeguarding our environment and represents our cultivation of employees and the community.

*Version & Review History:*

| Version | Date | Comments | Author |
|---------|------|----------|--------|
| 1.1 | 21/05/16 | New format | Anya Burton |
| 1.2 | 24/05/18 | Review | Alex Bolland |
| 1.3 | 19/06/19 | Review | Gerri Hill |
| 1.4 | 21/08/19 | New format and branding | Richard Hoyle |