

CSR, ETHICAL SOURCING, MODERN SLAVERY & HUMAN TRAFFICKING

POLICY STATEMENT

Introduction

One Stop Hire Ltd are involved in the purchase of goods in the support of our business activities. We aim to be responsible for delivering value to our clients, whilst observing purchasing practices that align with our corporate social responsibility aims and objectives.

The purpose of this policy is to set out the Company's duties and responsibilities in upholding corporate social responsibility (CSR) policies throughout our supply chain and / or where our business has control or influence. We will disseminate this policy to our clients, suppliers and staff to ensure its effective implementation.

All employees have a duty to report all suspected violations of the Code or other potentially unethical behaviour by anyone, including Managers, Directors, Employees, Customers, Sub Contractors etc. to their Director.

Employees in management positions are personally accountable for their own conduct and the conduct of those reporting to them. The departmental managers are expected to inform those reporting to them about this Code of Conduct and take all necessary steps to ensure compliance with the code.

No employee has the authority to direct, participate in, approve, or tolerate any violation of this Code by anyone.

Any employee who has questions about the application of this Code should consult with their manager.

This policy is non-exhaustive, and all aspects of One Stop Hire's business should be considered in the spirit of this policy.

Business Integrity

We will ensure integrity in all our business transactions. We will be open, honest & fair in our communications and our dealings with business partners and other stakeholders affected by our activities and where necessary that of our supply chain.

Environmental Impact

The Company will undertake to take into account, wherever practicable, the environmental performance and impact of goods and services when making purchasing decisions.

- We will seek to reduce waste and will do this through reviewing the amount & type of materials being used & specified and optimise opportunities for the use of recycled or reclaimed materials.

- We will seek to reduce our carbon footprint by sourcing goods / materials with low embodied carbon.
- The use of materials with hazardous content will be minimised wherever technically & commercially feasible.
- We expect our suppliers to manage their own impacts and to work with us to meet our environmental objectives.
- We expect our suppliers to have an environmental policy and to operate in compliance with all applicable laws and regulations.
- We will ensure the specification of environmentally sustainable materials wherever technically & commercially feasible.

We expect our suppliers and sub-contractors to share our commitment to Health & Safety by implementing robust policies and procedures that put the Health and Safety of employees and others who could be affected by their activities at the heart of their operations.

- We are committed to the promotion of ethical working conditions including fair wage, working hours and equal opportunities.
- We will respect the principles of human rights, to treat employees with dignity and respect and to ensure that no child labour is employed.
- Aim to prevent modern day slavery and human trafficking within our business.
- Being an open employer who does not discriminate to ensure diversity and inclusion within our workforce
- Supporting local causes and charities
- Delivering our operations in a sustainable manner without harm to the local community or environment
- Maintaining good housekeeping practices and work to avoid disruption to local people
- Positively engaging local community and address any complaints received
- Responding to alerts raised including whistleblowing, no matter how small, to investigate and take action on any concerns raised
- Ethical sourcing of products, materials and services through credible standards
- Undertaking a due diligence review of its supply chain and build long standing relationships
- Compliance with local standards, laws and best practice wherever we operate.

Procurement

We will support local procurement wherever technically and commercially feasible.

- Local procurement of goods, services and materials will be encouraged with a view to supporting local communities and reducing the overall carbon footprint of our activities.
- Where possible, we will maximise the benefits to the local community from our projects by working with local authorities and organisations to recruit local labour and source good and services from the local area.
- We will work with our clients and local agencies to find appropriate opportunities for skills, training & apprenticeships to promote career progression and to support local economic regeneration.
- Source material from approved and reputable suppliers and assure that no child labour is used at any stage in the production or fabrication of material to be supplied.
- Working with our supply chain to drive out any risk of slavery, human trafficking, bribery or corruption.

Ethics

One Stop Hire has clear ethical standards and arrangements to promote and encourage compliance: similar standards are expected of our suppliers. Suppliers should be able to demonstrate the existence of

processes and procedures to implement appropriate staff guidelines and codes of conduct. Suppliers should ensure that management systems and practices are in place to ensure the prevention of:

- Money Laundering.
- Conflicts of Interest.
- Fraud, Bribery and Corruption and other improper Payments or Gifts.
- Unauthorised access to personal and business information.

Implementation & Review

In order to ensure adherence by our employees and supply chain to our ethical sourcing policy the following arrangements will be in place:

- Formal pre-qualification and ongoing monitoring of our supply chain by way of questionnaire and review of arrangements, Health Safety and Environmental management arrangements in place. Where these are found to be lacking we will work with our supply chain to enable future compliance.
- The Company will operate a system of approved and preferred suppliers.

Conflicts of Interest

One Stop Hire Ltd holds as fundamental to its success the trust and confidence of those with whom it deals, including clients, suppliers and employees. Conflicts of interest potentially undermine the relationship of One Stop Hire with its partners.

All employees and representatives of the Company are expected to act honestly and within the law.

One Stop Hire is committed to the prevention of modern day slavery and human trafficking within our business or supply chain. Suppliers to One Stop Hire are required to demonstrate commitment and adhere to ensure that everyone works together to deliver a high quality service that is ethically sound and free of modern day slavery, human trafficking, bribery and corruption.

Information and Confidentiality

Information received by employees, contractors or agents of the company will not be used for any personal gain, nor will it be used for any purpose beyond that for which it was given.

One Stop Hire will at all times ensure that it complies with all applicable requirements of data protection legislation (including, but not limited to, the Data Protection Act and General Data Protection Regulation) in force.

Suppliers and Partners

One Stop Hire Ltd expects all suppliers and partners to work towards and uphold similar ethical and moral standards, and ensure that there is no modern slavery in their own business and supply chains.



Signature:

Position: Managing Director

Date: March 2021