

Corporate and Social Responsibility Policy



This policy applies to all companies within the Relyon Group.

At Relyon, we take our social responsibilities very seriously. We recognise that our success is built upon long-term relationships with our clients, our personnel, and our community. In addition, we are committed to doing what we can to improve the environment.

Our Corporate Social Responsibility Policy therefore focusses on the following:

- Business Practices
- Employees
- Community
- Environment

Business Practices

Our clients are very important to us, and we take pride in providing the best possible service. We strive to adhere to the highest standards of business practice and this is demonstrated through our certifications to ISO 9001 and ISO 14001 and by our membership of the SIA's Approved Contractor Scheme.

Employees

As an important local employer we are aware that our employees are our most valuable asset and also that we need to set an example of best practice. We keep in close contact with our employees to ensure that any concerns they have are listened to and dealt with. We do not tolerate bullying and harassment of any kind and any allegations of bullying and harassment will be investigated and, if appropriate, disciplinary action will be taken.

Community

We recognise that we have a responsibility to the local community in which we operate and each year we select specific areas where we can be of practical help. For example, we are sponsors of a local sportsman and also of local charities.

We also recognise the importance of supporting local employment as a business and have a policy of employing locally where possible including the support of careers fairs in local schools.

Environment

RSG recognises and understands the importance of protecting the environment. Wherever possible we seek to minimise our effect on the environment, be it from moving towards a paper free office environment or using ever more fuel efficient vehicles.

Ethical Policy

RSG operates to the highest ethical standards and in compliance with all relevant legal principles. We and our employees conduct our business in a competent, fair, impartial, and efficient manner.

Clients

We are committed to building long term relationships with our clients by being honest and straightforward in its dealings at all times.

Competition

We compete on the basis of our service and client commitment alone and will not compete unfairly with others.

Legislation

We comply with all international, national, and local legislation affecting our operations and pay all of our taxes as and when they fall due. We do not seek to reduce our tax liabilities via any artificial schemes.

Gifts, Bribes and Corrupt Practice

We neither make nor receive gifts of any kind, nor are our employees allowed to do so. In addition we will not allow the direct or indirect offer, payment, solicitation, or acceptance of bribes in any form. We commit to compliance with the Anti- Bribery and Corruption Act 2010. Any employee found to be in contravention of this policy will be immediately disciplined and probably dismissed. Any criminal actions by our employees will be immediately reported to the police.

Health and Safety

We provide a safe and healthy working environment for all of its employees both on and off our sites.

Environment

The company constantly seeks to minimise the impact its operations have on the environment and has a programme of continuous improvement on environmental issues.

Employees

All employees are treated with dignity and respect with equal employment opportunities given to all irrespective of their race, religion, gender, sexual orientation, maternity, marital status, family status, disability, age, or national origin.

Our employees well being is at the heart of our values and to support this we undertake annual appraisals, staff surveys and complete career development plans.

VISION

Our Vision Across the Relton Services group of companies, is to continue to grow by providing our clients with consistently excellent service. We will do this by:

- Being a place where our employees work with commitment and satisfaction
- Giving our clients what they want the first time every time and by building long-term relationships without worrying about short-term gain;
- Being mindful of our local responsibilities and being a company local people can be proud of
- Generating a profit to give value shareholders, while being able to re-invest in our business

