



CORPORATE SOCIAL RESPONSIBILITY POLICY STATEMENT PO-06

PT Contractors Ltd is committed to creating business growth whilst ensuring that the impact on the environment is minimised and that all activities are conducted safely by well-trained and qualified employees.

Overall responsibility for developing corporate policies on social, ethical and environmental matters and for reviewing their effectiveness lies with the Board. It is then the responsibility of our Contracts Managers and Site Managers to communicate and apply that policy within their particular business area to ensure compliance with the policy and to maintain, review and refine procedures accordingly.

Our core values, policies and procedures, including those relating to social, environmental, health and safety, employment and ethical matters, are communicated to all staff at their initial interview and or company induction. They are given their own copies (Company Handbook) in their employment starter pack and subsequently on an annual basis during January each year. These policies and procedures are reviewed regularly, during our SHEQ Meetings, Management Review and internal/external audits, with any updates or amendments communicated to all staff.

The three key areas of corporate social responsibility are:

- Environment
- Health and Safety
- Human rights, employment and ethics

Our Core Values are:

Safety & Reliability – Meeting challenges and risks with solutions to provide safe outcomes

Integrity – Being honest and having strong moral principles

Leadership by Example – Walking the talk, see everyone's potential, encourage and inspire those around them

Quality- What we do, we do well

Passion for our Work – Committed in heart and mind

Environment

We are committed to adopting environmentally responsible policies and are accredited to BS EN ISO 14001 2015. We have compiled and applied our own Environmental Policy, Sustainability Policy and Purchasing Guidelines.

Health and safety

As a Company trading in a high-risk industry sector, we recognise our health and safety duties and responsibilities and comply with all relevant health and safety legislation. The Managing Director has overall responsibility for health and safety supported by his leadership team. We have compiled a Health and Safety Policy including a fully integrated and harmonised management system called PIMS, we are ISO accredited by Lloyds Register (UKAS) 45001:2018 9001: 2015 & 14001:2015 furthermore hold UVDB Achilles, SafeContractor, Exor, Constructionline, Acclaim SIPP, and have won safety awards from ROSPA & British Safety Council. PTC actively undertake and pursue a positive environment for our workers Health, Wellbeing and Mental Health with ongoing commitments to



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support the policy, include health surveillance, Mental Health First Aiders, medical support and members of Mates in Mind mental health charity set up especially for the construction industry.

Human rights, employment and ethics

It is our policy to adhere to all legislation relating to employment rights, equal opportunities and modern slavery, with particular reference to non-discrimination on the basis of race, colour, national or ethnic origin, culture or faith, gender, sexual orientation, gender reassignment or gender identity, marital status, responsibility for dependents, physical disability, learning disabilities, or age.

We ensure that physical, verbal, sexual and psychological abuse, or any other forms of harassment towards employees are not tolerated through our Anti-harassment and Bullying Policy.

We ensure that disabled persons are recruited, trained and promoted on the basis of aptitude and ability. If employees become disabled, every effort is made to retain them and when necessary re-train them for appropriate posts.

We pay wages and benefits which exceed national minimum requirements (including compliance with the 'living wage' philosophy) and adhere to working time regulations.

We do not use forced labour nor employ workers under the school-leaving age. Following best practice, see separate Company policy on Modern Slavery and Human Trafficking PO-13 for further details.

We provide a safe and secure workplace environment and promote good health, wellbeing, safety and environmental practices.

Employees are encouraged through our Whistleblowing and antibribery policies to report any concerns they may have over unethical business practices or conduct, dangers to health and safety, or breach of company policies. Any such disclosures are appropriately investigated. In addition, P T Contractors Ltd is committed to protecting the career and reputation of employees who report wrongdoing in accordance with established procedures, as long as their disclosures are delivered in good faith and seek to safeguard the best interests of the company.

We do not give or receive any bribes, extra contractual gratuities, inducements, facilitation fees or similar payments. We do not give inducements to customers or business contacts, nor do we allow employees to receive any gifts, whether in cash or kind, unless in the course of normally accepted business entertainment or the subject of prior written approval by management. Further details see our Anti-bribery and Corruption Policy; all employees are expected to behave with integrity and honesty.

We recognise the value that our employees can create for the business. Our commitment to training and personal development, combined with our remuneration policies, ensure we reward achievement and emphasise the importance of retaining competent staff.

Apprenticeships: P T Contractors Ltd are an active member of the Solent Civil Engineering Employer Group (SCEEG) at CETC College Fareham. CETC offers a range of training options, including innovative apprenticeships programmes for young people such as school and college leavers, or adults who are looking for a new career direction within the construction industry. The CETC



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initiative is delivered through a collaboration between the Solent Civil Engineering Employers Group and Fareham College's apprenticeship delivery provision, Business Plus. All PTC Apprentices go through the CETC Screening and interview processes, if successful then go on to complete a 20week intensive apprenticeship programme, gaining valuable skills, experience and qualifications, including plant operator licences along the way. It is P T Contractors Ltd intention and long-term strategy to grow its skilled workforce through the CETC college/scheme and has made significant investment into the college through the Solent Civil Engineering Employer Group (SCEEG).

Customer Care

P T Contractors Ltd aim to provide a professional, safe, value for money service, the needs of the Customer are placed at the top of the priority list, second only to safety. Monitoring of customer perception of performance is carried out regularly, including their feedback to us on quality workmanship; management; punctuality and co-operation.

We believe that the high level of repeat business we achieve is testimony to our customer care and good practice. See Customer Care Policy PO-07 for more detail.

Community Engagement

As a business we look to support local communities, these include various activities that the company engages with our local community in. Examples of recent engagement include the following:

- Sponsorship of and raise money through sponsored events and monetary donations to local charities, Naomi House & Jacks Place (hospices for children and young adults) and the Flutterby Fund.
- Supporting the surrounding community by employing local people through CETC Apprenticeship.
- Volunteering for school events.
- Organisation of the iConstruct event at CETC college to engage children into the construction industry.

Signed 

Date 03/01/2023

P.N. TRANT
Managing Director