

## CORPORATE SOCIAL RESPONSIBILITY POLICY

### Definition

Corporate Social Responsibility is a company's sense of responsibility towards the community and environment (both ecological and social) in which it operates and its continuing commitment to voluntarily behave in an ethical manner, contributing to economic development whilst improving the quality of life of their employees as well as of the local community.

### Commitment

National Flexible Ltd. commitment to the continuous improvement of our Corporate and Social Responsibility (CSR) strategy is an integral part of our company's vision and values. We want National Flexible Ltd. to positively impact the lives of the people we work with and for, providing long-term benefits to its employees, customers, suppliers, and individuals in all communities around the world. We will do this by acting in a socially responsible way; and encouraging our business partners to strive for matching performance; encouraging our staff to be mindful of the effect of their actions on any natural resource.

### Purpose and Aims

The purpose of this policy is to make clear to all stakeholders what we mean by CSR and how we propose to work towards achieving it. Aspiring to achieve the highest standards of responsible business practice and sustainability, producing a positive overall impact on society. In implementing this policy our aim is:

- To be a valued supplier of quality products
- to maintain high ethical standards and integrity
- an employer providing a challenging and satisfying work experience for our employees
- a rewarding investment for our shareholders
- a responsible member of the communities in which we operate
- Company Culture- Company Alignment survey & independent BRCGS Survey results

### Standards of business conduct

National Flexible Ltd. is committed to creating a work environment free of harassment and bullying where everyone is treated with dignity and respect and has a zero-tolerance approach to bribery, fraud, and discrimination. We operate honestly and in good faith across all parts of our business and believe this is a fundamental element of our core values.

National Flexible Ltd. seeks to be honest and fair in its' relationships with customers, suppliers, the local community, and all other stakeholders by:

- providing the standards of product and service that have been agreed.
- taking all reasonable steps to ensure the safety and quality of products it provides.
- paying suppliers and subcontractors in accordance with agreed terms.
- a policy not to offer, pay or accept bribes or substantial favours.
- encouraging suppliers and sub-contractors to abide by the same standards and principles.
- aiming to make the communities in which we work, better places to live and do business.
- aiming to be sensitive to the local community's cultural, social, and economic needs; and
- endeavouring to protect and preserve the environment.

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## Human Rights

National Flexible Ltd. respect fundamental human rights and the dignity of people by actively promoting equal opportunity, equality, and diversity irrespective of race, ethnic or national origins, gender, sexuality, disability, marital status, and religious belief.

National Flexible Ltd. is committed to a policy of equal opportunity and diversity in employment and recognises that this is essential to ensuring the success and growth of the business. To this end, National Flexible Ltd. makes every effort to select, recruit, train and promote the best candidates based on suitability for the job; to treat all employees and applicants fairly, regardless of race, sex, marital status, age, nationality, ethnic origin, religious belief, sexual orientation, or disability; and to ensure that no employee suffers harassment or intimidation.

National Flexible Ltd. works within the scope of the ETI Base Code and is a member of Sedex – Supplier Ethical Data Exchange – a 'not for profit membership organisation dedicated to driving improvements in responsible and ethical business practices in global supply chains' and was independently audited by SGS in March 2021. **SEDEX Company Reference: ZC1005012**

## Supporting our Employees

At National Flexible Ltd. we acknowledge that the foundation to our success is our employees and take our responsibility to protect, support and prepare our employees seriously.

The health and safety, welfare and wellbeing of employees is of paramount importance to National Flexible Ltd. We focus on providing opportunities and resources, leading by example in areas such as: work-place safety, health and wellness, diversity and inclusion, training, and development.

We believe in creating opportunity for all employees and are committed to equal employment opportunity, the protection of human rights, and the prevention of human trafficking.

Employees are eligible to participate in a range of benefits including Health Plans; SIPP Pension Scheme; Corporate Perks Programme which provides access to discounted health and wellbeing initiatives such as gym memberships; Cycle to Work Scheme; and employee-driven fitness activities.

## Stakeholders

National Flexible engages with and continue to build relationships with stakeholders by providing them with a range of opportunities by which to express their interests and concerns.

We are responsive to customer needs, providing a quality assured service that intrinsically incorporates all relevant legislative considerations. We commit to continuing to create innovative opportunities to engage, inform, entertain, and educate on a diverse range of topics.

We treat suppliers fairly, driving CSR codes of practice, building relationships with stakeholders throughout the supply chain - from product development through to sourcing, procurement, marketing, selling and to the delivery of our product, that share our desire to make a positive impact on society and the environment.

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## Community

Responsible community participation is an integral part of our company culture and values. This is reflected in the actions of our employees, who contribute their skills and time by volunteering, charitable giving, and engagement in our local communities.

Supporting worthwhile causes with charitable donations. Recently,

- Macmillan Coffee Morning – Cakes & Raffle
- Comic Relief – Cakes, Games, Raffle
- Martin House – Children’s Hospice (Children & young people) – a safe place where children & their families can stay from time to time along their journey to find support – Amazon Christmas wish list of items they desperately need – Employee’s purchased items from list, delivered directly to Martin House.
- Martin House - Coast to Coast Charity Bike Ride – George Slack (MD) raised £4725.50
- Local Food Bank Donations.

## Environment

National Flexible Ltd. recognises and understands the importance of protecting the environment in which we operate. We are aware that our business activities result in various environmental impacts and will comply with all relevant legislative, regulatory, and other environmental requirements to act in a socially responsible manner. We are committed to minimising the impact that running our business has on the environment and we encourage our customers, suppliers, and other stakeholders to do the same, managing business development activities to maximise on recycling opportunities and minimise the risk of pollution and waste.

We have now gained accreditation to ISO14001:2015 Environmental Standard March 2022:

Current initiatives in place at National Flexible Ltd. are:

- the use of PEFC Certified EFC paper, produced using processes equivalent to ISO 9001, ISO 14001, OHSAS 180001:2007 and EMAS.
- the introduction of e-payslips for employees in 2011.
- the recycling of used printer and toner cartridges via Recycling Company with money donated to breast cancer UK.
- working in partnership with a waste management provider with the aim to increase recycling volumes and minimising waste to landfill.
- Solar Panels fitted Feb 2022 – we are now producing our own electricity!
- Ecologi – Climate Positive Workforce – we pay a monthly subscription to offset the entire carbon footprint of all our people, and we help fund “Gold” accredited climate projects around the world,

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using biomass in Chile, wind energy in Bulgaria to generate electricity, buying diverse trees which are being planted in Madagascar, Mozambique, Nicaragua, and Scotland to help towards the future.

- White Rose Forest – community forest for North and West Yorkshire in partnership with local authorities, landowners, businesses, and communities to plant trees across the region.

The objective of National Flexible Ltd. is to minimise our impact on the environment by:

- the identification, reduction, and implementation/promotion of the recycling of waste arising from our operations to minimise harm to the environment.
- the reduction in our energy consumption.
- the use of renewable and/or recyclable resources wherever practicable.
- considering the environmental impact of any business decisions made.
- informing and encouraging staff at all levels to act in an environmentally responsible manner and provide training where necessary; and
- encouraging feedback from staff on improvements and feed these into the policy.

*Caring*

*Sharing*

*Being  
Different*

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