

# CORPORATE & SOCIAL RESPONSIBILITY POLICY



Options Resourcing Ltd is committed to operating and working in a responsible and sustainable way that delivers tangible benefits for our people, the customers that we serve, the environment and the markets that we work in.

Corporate & Social Responsibility (CSR) is a key driver for the way in which Options Resourcing Ltd does business. Our CSR Policy helps us to apply our Vision, Principles and Values to our daily operations and activities. It also guides our efforts to improve the impacts that we have on the wider community and the environment enhances our commitment to follow the best business practices and supports our long-term sustainability. Our CSR Policy helps us to identify actions that we can take to serve the interests of wider society that also make us a better, more competitive business.

Options Resourcing Ltd's CSR Policy encompasses our approach to sustainability and supports the UK Government Sustainability Development Strategy. It also responds to the sustainability priorities of our customers. We review our CSR Policy annually to ensure that it continues to support new strategies and emerging priorities, and develop new initiatives on an ongoing basis.

Our CSR approach is structured around four key themes:

- People – ensuring that we have a diverse workforce where our people have a safe, ethical and fair place to work and reach their full potential.
- Communities – working closely with communities in which we operate to maximize our positive impact and ensure sustainable business development.
- Environment – improving our environmental performance and resource efficiency.
- Marketplace – working with customers, suppliers, regulators and other interested parties so that we can all operate in a more sustainable and responsible way.

We also have three cross-cutting themes that influence all elements of CSR; namely Health & Safety, Customers and Suppliers.

All of Options Resourcing Ltd's employees/partners are engaged with our CSR approach and our management understands the importance of ethical leadership for the performance of the business. Our Managing Director is responsible for CSR throughout the company, while individual Managers have responsibility for CSR in their Operational and Administration Support areas. The Board of Directors also nominates a Board CSR Champion to lead on formulating and developing CSR Policy and associated procedures for use throughout the Company.

We have appointed representatives throughout the business to act as CSR Champions, supporting engagement with CSR and driving change in their part of the business and also contributing to the overall development of our approach.

We monitor CSR progress, which is reviewed at the Board meetings, and produce information with regards to progress on current objectives and targets and those for the coming year.

AUTHORISED BY:

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