PURPOSE

The purpose of this policy is to clearly define the Company definition of Social Responsibility which includes supporting human rights, protecting people and the environment, conducting business in a socially responsible and ethical manner and to engage, learn from, respect and support the communities and cultures in which we work.

1. CODE OF BUSINESS ETHICS
2. In alignment with our Code of Business Ethics and Conduct, the Company will ensure that all matters of Social Responsibility are considered and supported in our operations, administrative matters and are consistent with stakeholders’ best interests. The Company is committed to being recognized as a leader in the field of Social Responsibility.
3. This policy applies to activities undertaken by or on behalf of the Company anywhere in the world.
4. All Company employees and contractors will adopt its Social Responsibility considerations described in this policy into their day-to-day work activities. Company leaders will act as role models by incorporating those considerations into decision-making in all business activities. Additionally, Company leaders will ensure that appropriate organizational structures are in place to effectively identify, monitor, and manage Social Responsibility issues and performance relevant to our businesses.
5. This policy is built on the following areas that reflect existing and emerging standards of Social Responsibility.
6. TRANSPARENCY
7. In alignment with our Code of Business Ethics and Conduct, the Company will ensure that all matters of Social Responsibility are considered and supported in our operations, administrative matters and are consistent with stakeholders’ best interests. The Company is committed to being recognized as a leader in the field of Social Responsibility.
8. This policy applies to activities undertaken by or on behalf of the Company anywhere in the world.
9. The Company is committed to maintaining the highest standards of integrity and governance practices in order to maintain excellence in its daily operations, and to promote confidence in our governance systems.
10. The Company will conduct its business in an open, honest, and ethical manner and recognizes the importance of protecting all of our human, financial, physical, informational, social, environmental, and reputational assets.
11. The Company will advise our partners, contractors, and suppliers of our Social Responsibility Policy, and will work with them to achieve consistency with this policy.
12. The Company is committed to measuring, auditing and reporting performance on its Social Responsibility programs.
13. HEALTH, SAFETY & ENVIRONMENT
14. The Company is committed to protecting the health and safety of all individuals affected by our activities, including our employees, contractors and the public. We will provide a safe and healthy working environment, and will not compromise the health and safety of any individual. Our goal is to have no accidents and mitigate impacts on the environment by working with our stakeholders, peers and others to promote responsible environmental practices and continuous improvement.
15. The Company is committed to environmental protection and stewardship.
16. The Company recognizes that pollution prevention, and resource conservation are key to a healthy environment, and will effectively integrate these concepts into our business decision-making.
17. All employees are responsible and accountable for contributing to a safe working environment, for fostering safe working attitudes, and for operating in an environmentally responsible manner.
18. STAKEHOLDER RELATIONS
19. The Company will engage stakeholders clearly, honestly, and respectfully.
20. The Company is committed to timely and meaningful dialogue with all pertinent individuals and agencies.
21. EMPLOYEE RELATIONS
22. The Company will ensure that employees are treated fairly and with dignity and consideration for their goals and aspirations.
23. The Company will apply fair labor practices while respecting the national and local laws of the countries and communities where we operate.
24. The Company is committed to providing equal opportunity in all aspects of employment and will not engage in or tolerate unlawful workplace conduct, including discrimination, intimidation, or harassment.
25. HUMAN RIGHTS
26. The Company will work with governments and agencies to support and respect human rights within our sphere of influence.
27. The Company will not tolerate human rights abuse, and will not engage or be complicit in any activity that solicits or encourages human rights abuse.
28. The Company will always strive to build trust, deliver mutual advantage and demonstrate respect for human dignity and rights in all relationships it enters into, including respect for cultures, customs and values of individuals and groups.

|  |
| --- |
| **Reviewed and Approved** |
| Quality Manager or President |   |   |
|   | Date |