CONCEPT
GROUP (WIGAN) LIMITED

# Corporate social responsibility company policy

## Policy brief & purpose

Our Corporate Social Responsibility (CSR) company policy refers to our responsibility toward our environment. Concept Group (Wigan) Ltd's existence is not lonely. It's part of a bigger system of people, values, other organizations and nature. The social responsibility of a business is to give back to the world just as it gives to us.

### What is corporate social responsibility?

Our Corporate Social Responsibility (CSR) company policy outlines our efforts to give back to the world as it gives to us.

## Scope

This policy applies to Concept Group (Wigan) Ltd and its subsidiaries. It may also refer to suppliers and partners.

## Policy elements

We want to be a responsible business that meets the highest standards of ethics and professionalism.

Concept Group (Wigan) Ltd's social responsibility falls under two categories: **compliance** and **proactiveness**. Compliance refers to our company's commitment to legality and willingness to observe community values. Proactiveness is every initiative to promote human rights, help communities and protect our natural environment.

### Compliance

#### Legality

Concept Group (Wigan) Ltd will:

- Respect the law
- Honour its internal policies
- Ensure that all its business operations are legitimate
- Keep every partnership and collaboration open and transparent

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### Business ethics

We'll always conduct business with integrity and respect to human rights. We'll promote:

- Safety and fair dealing
- Respect toward the consumer
- Anti-bribery and anti-corruption practices

## Examples of Corporate Social Responsibility

### Protecting the environment

Concept Group (Wigan) Ltd recognizes the need to protect the natural environment. Keeping our environment clean and unpolluted is a benefit to all. We'll always follow best practices when disposing garbage and using chemical substances. Stewardship will also play an important role.

### Protecting people

We'll ensure that we:

- Don't risk the health and safety of our employees and community.
- Avoid harming the lives of local and indigenous people.
- Support diversity and inclusion.

### Human rights

Concept Group (Wigan) Ltd is dedicated to protecting human rights. We are a committed equal opportunity employer and will abide by all fair labour practices. We'll ensure that our activities do not directly or indirectly violate human rights in any country (e.g. forced labour).

## Proactiveness

### Donations and aid

Concept Group (Wigan) Ltd may preserve a budget to make monetary donations. These donations will aim to:

- Advance the arts, education and community events.
- Alleviate those in need.

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**Volunteering**

Concept Group (Wigan) Ltd will encourage its employees to volunteer. They can volunteer through programs organized internally or externally. Our company may sponsor volunteering events from other organizations.

**Preserving the environment**

Apart from legal obligations, Concept Group (Wigan) Ltd will proactively protect the environment. Examples of relevant activities include:

- Recycling
- Conserving energy
- Organizing reforestation excursions
- Using environmentally-friendly technologies

**Supporting the community**

Concept Group (Wigan) Ltd may initiate and support community investment and educational programs. For example, it may begin partnerships with vendors for constructing public buildings. It can provide support to non-profit organizations or movements to promote cultural and economic development of global and local communities.

**Learning**

We will actively invest in R&D. We will be open to suggestions and listen carefully to ideas. Our company will try to continuously improve the way it operates.

Concept Group (Wigan) Ltd is committed to the United Nations Global Compact. We'll readily act to promote our identity as a socially aware and responsible business. Management must communicate this policy on all levels. Managers are also responsible for resolving any CSR issues.

**Signed:** D S Rogers.

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