



**SUSTAINABLE
CONSTRUCTION**



Corporate Social Responsibility Policy



1. Overview

Within this document, Construct Bids Limited (CBL) will outline how we regulate ourselves to ensure that all our activities positively affect society as a whole. Our CSR policies aim to guarantee that we work ethically, considering human rights as well as the social, economic and environmental impacts of what we do as a business. It also outlines our expectations from our suppliers to ensure the supply chain also meets these requirements.

2. Introduction

CBL was established in 2017. We are a modern, flexible, multi-disciplined construction consultancy and infrastructure civil engineering company. We offer a full range of integrated construction services ranging from multi-million-pound design and build projects to minor infrastructure repair and maintenance for clients throughout the UK.

3. Our Employees

CBL is an ethical employer and considers its staff to be the most critical asset to the business. It aims to provide a positive working experience for all.

Specifically:

- We are an equal opportunities employer
- We believe in empowerment, trust and mutual respect
- All full-time employees receive appropriate benefits
- None of our employees receives less than the minimum wage
- We deliver staff training, appraisals and personal development programmes
- We communicate our values and policies clearly and regularly to all staff
- We provide employees with good working conditions, fair treatment and reasonable rates of pay
- We respect workers human rights and comply fully with all applicable laws
- We give clear written employment contracts provided in line with domestic laws
- We do not insist on overtime that is not voluntarily
- We ensure there is no deception about pay and working conditions and that our contracts are clear and unambiguous
- We adhere fully to the Modern Slavery Act
- We have full Health and Safety compliance across the organisation

4. Our Clients

We value our client relationships and work hard to deliver projects on time and within budget. We also believe in fair payment terms, professionalism, courtesy and trustworthiness. To ensure our clients are satisfied we:

- Seek customer views and perceptions on general and specific business performance
- Monitor customer satisfaction and set objectives for continuous improvement
- Analyse the causes of any complaint and take appropriate action to prevent a recurrence

5. Our Suppliers

It is vital that as well as holding ourselves to high standards, we work with reputable suppliers and maintain a good working relationship with them.



Specifically:

- We aim to source from reputable suppliers and where possible, exclusively from within the UK and Ireland
- We always seek fair and reasonable price and terms
- We aim to pay all our suppliers against the agreed payment terms
- We ensure that all our suppliers provide evidence that they adhere to the 2015 Modern Slavery Act
- That each of our suppliers operates within the guidelines of the 2010 Bribery Act
- We ensure that our suppliers have their own CSR policy in place
- That each of our suppliers respects the minimum wage
- We are committed to being clear in our communication with suppliers and will hold periodic reviews
- We minimise risk by evaluating suppliers' financial position by reviewing their financial accounts. Suppliers will be required to assure CBL of their long term commercial viability before placing orders
- We work with suppliers who share our commitment to our stated policies
- If suppliers breach relevant legislation, the supplier may be excluded from doing business with CBL

6. Our care of the Environment

CBL is committed to sustainable sourcing of materials for each project as well as within its operational methodologies.

Specifically:

- We will rigorously monitor waste utilisation and reduce waste wherever possible
- We will measure water use and implement any water-saving measures where possible
- We aim to source the most ethically sourced and sustainable materials available. Where appropriate, we will use recycled materials.
- We will promote greener transport by encouraging staff to walk, cycle, car share or use public transport to get to work if possible.
- If we procure vehicles for the business, we will source electric vehicles
- We will actively seek suppliers that share our environmental CSR values and policies

7. World and Local Community Engagement

Where possible, CBL aims to support the local and world community in relevant and appropriate ways.

Examples being:

- Sponsorship of local disadvantaged youth groups and charitable local and global organisations actively involved in reforestation, sustainable farming and green energy production
- Supporting local charities by donating time i.e. staff participation in volunteering days
- Supporting the surrounding community by employing local people

8. Measurement



We review our CSR policies annually and are investing meaningful internal audit in measuring performance. The CBL management teams are strong advocates for sustainability, responsibility and community, and we aim to hold ourselves and our suppliers to the highest standards.

Signed on behalf of the Board of Management:

A handwritten signature in black ink that reads 'R Mellor'.

Position: **Managing Director**

Date: **2nd Jan 2020**