

CSR Policy

CONTENTS

Foreword	2
About Corporate and Social Responsibility	2
Introduction to Rhodar	3
Rhodar Corporate Objectives	3
Values and Behaviours	4
Corporate and Social Responsibility Policy.....	4
Health and Safety	4
Training and Development	5
Communities	5
Supply Chain	5
Environment.....	5
Rhodar CSR Strategy	6
Priority 1 – Our Staff.....	7
Priority 2 – Engaging with the Community.....	7
Priority 3 – Our Environmental Impact	8
Priority 4 – Our Organisation.....	9
CSR Strategic Measurable Objectives.....	9

FOREWORD

Our CSR mission is ambitious: “To deliver effective services through the responsible and sustainable management of all our resources.” We are firm believers that operating sustainably is essential to delivering a successful service - We have a responsibility to the people who live, work and visit Leeds and the UK to boost our positive impacts while managing our negative impacts on the environment, local communities and economy. In doing so, we continue to earn our licence to operate whilst delivering efficiency savings. Meeting this responsibility means promoting and supporting an organisational culture where the instinctive course of action is the responsible course of action and we will report on our progress each year.

This Policy combined with our strategy supports our Equality and Diversity Policy that commits to delivering fair and responsive services alongside a diverse working culture and builds upon the achievements of our Environmental Policy. This brings environmental performance management into the framework with other existing plans, programmes and activities across the business. Examples of these include the Volunteers Programme that encourages closer relationships between the community and Staff, and our Responsible Procurement Plan that drives sustained employment opportunities in our supply chain.

The CSR Strategy ensures that we are well positioned to provide a coordinated response to the array of sustainability priorities defined in green policies and legislation from Central Government. The Strategy’s objectives are grouped into four priority areas and aimed at embedding sustainability in all of our activities.

Having a Corporate Social Responsibility Strategy is a logical next step for our company and it will become a natural part of our planning and performance management framework. It acts as an organisational ‘conscience’ and barometer of how we are delivering on our company objectives whilst balancing environmental, social and ethical issues.

ABOUT CORPORATE AND SOCIAL RESPONSIBILITY

The terms Corporate Responsibility (CR), Corporate Social Responsibility (CSR) and Sustainable Development (SD) are all used by businesses and organisations to describe a broad agenda of issues that Central Government, law and society require organisations to consider as part of their core business, to influence strategic thinking, planning and corporate reporting. At a high level, these ‘issues’ can be categorised under three ‘pillars’ of sustainability: environment, society and economy. In order to conduct business in a sustainable manner, these three themes – both singularly and in totality – must be given due consideration during company decision making so that, as an organisation, we can make informed decisions about the CSR/sustainability impact(s) of our actions. (Fig.1). Generally speaking Corporate Social Responsibility is the act of an organisation ensuring it is sustainable and responsible; being a “good corporate citizen”. The European Commission defines CSR as the “voluntary social and environmental practices of business, linked to their core activities, which go beyond companies’ existing legal obligations”. The World Business Council for sustainable development similarly states, “Corporate (social) responsibility is the continuing commitment by business to behave ethically and contribute to economic development while improving the quality of life of the workforce and our families as well as of the local community and society at large.” Therefore a Corporate Social Responsibility strategy confirms an organisation’s commitment to being responsible and sustainable and to managing its practices in order to balance environmental, social, ethical and economic considerations.

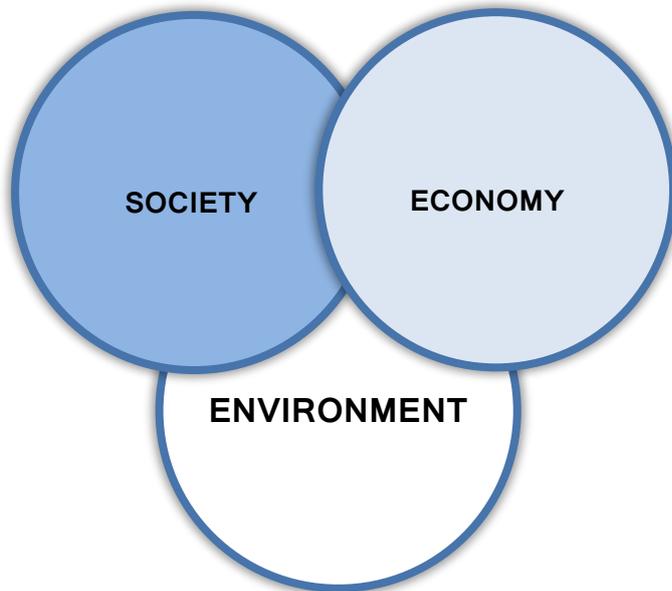


Fig 1: Themes of Sustainable Development

INTRODUCTION TO RHODAR

Rhodar Industrial Services Limited (Rhodar) established in 1987 enjoys a success synonymous with an ISO9001:2015, ISO17020, ISO 17025, ISO 14001:2015, ISO 45001:2018 and an Investors In People culture. Together with our highly professional and dedicated work force we continue to develop our position in this highly competitive market place. We are respected in specialist Health Care, the wider Public Sector, Commercial and Education arenas, for our innovative approach to asbestos surveying, monitoring and analysis, employing Modern Methods of testing.

RHODAR CORPORATE OBJECTIVES

Our overall organisational mission is ‘To achieve tangible benefits by promoting efficiencies, productivity and professionalism’. Each year we review the long-term priorities of our company, the requirements of external stakeholders, our strategic outcomes and how we intend to meet, measure and monitor our success. This is described in an available, annually updated CSR policy and Business Plan. The company works across boundaries, bringing different groups and teams together with a shared focus of delivering our strategic outcomes and supporting our CSR objectives:

STRATEGIC THEMES	STRATEGIC OUTCOMES
Confidence	<ul style="list-style-type: none"> Raising community awareness, awards and ethical initiatives; Exchange of knowledge: best practice, networks, projects, and guidelines.
Safety	<ul style="list-style-type: none"> Reducing health and safety risks that may spoil company image.
Improvement	<ul style="list-style-type: none"> Providing the right service at the right price

VALUES AND BEHAVIOURS

Our organisational values and behaviours direct and define how we must work. They provide clarity to both staff and the general public about what is, and is not, acceptable and productive behaviour within our organisation. They provide parameters of behaviour that, when aspired to, will deliver quality service improvements as well as improving team working.

CORPORATE AND SOCIAL RESPONSIBILITY POLICY

We are committed to balancing the company’s economic sustainability alongside its social and environmental responsibilities. Our respect for people encompasses treatment of our own employees, our interaction with the communities in which we operate, and our management of the relationships with our clients, consultants and supply chain. Equally fundamental is the care we take as a business, to nurture and protect the natural environment. This means not just managing the environment impact of our business, but also the steps we take as an ethical business to minimise the effect of our day-to-day activities, such as the use of natural resources and management of waste.

Our established systems manage our activities and continually assess the consequences of our actions. Our integrated management systems are independently certified by UKAS to ISO 9001, ISO 14001 and ISO 45001.

HEALTH AND SAFETY

The management of health and safety is considered to be a top-level commitment fundamental to our operation. The person responsible for the health and safety policy is the HSEQ Manager. Our policy arrangements are supported by our management systems and aims to protect all employees and anyone else that may be affected by our activities. Training on health and safety is provided for management and employees and enacted via our annual training plan approved by the managing director. A dedicated team of health and safety specialists is employed by our company provide support and advice to management and workforce on maintaining the highest level of health and safety standards and have the full support of the directors. Performance against specific health and safety objectives and targets is reported annually and includes statistical data on incidents. It is the company’s aim to maintain these statistics well below the national average.



TRAINING AND DEVELOPMENT

The success of our business is directly related to the continual investment we make in the development of our people and operational processes. On-going success can only be achieved through a commitment to attract, develop and retain the best. We aim to do this through our supportive environment that allows everyone to reach their full potential. To ensure we are all fully prepared to carry out our duties we work to a comprehensive corporate development training programme; many of its health, safety and environmental elements are mandatory. All employees have personal development plans covering performance, aspirations, opportunities and training needs.

COMMUNITIES

Rhodar considers its role in local communities to be an integral part of the business, and we are proud of the communities we both live and work in. We actively seek to:

- Employ local people and utilise local subcontractors and suppliers
- Become involved with local businesses and professional forums
- Support local volunteer groups, charities and events
- Build relationships with local schools and educational establishments

We communicate with local people through a variety of methods including newsletters, letter drops, personal visits and via our website. Our office provides financial support to selected local causes. Our employees are also often involved with local schools and universities, giving their time to promote sustainable communities and aid students' personal development. Employees help with guided office tours and project presentations and by hosting students and mentoring them in particular specialist areas of our business.

SUPPLY CHAIN

In managing our supply chain we actively seek to build enduring relationships, adopt a non-adversarial approach and create open and collaborative forms of work that deliver value for our clients and long term opportunities for our business. It is always our intention to trade reasonably and in full cooperation with our subcontractors and suppliers. Our aim is to identify competent and like-minded organisations capable of fulfilling our expectations, particularly with regards to health, safety and environmental considerations and the commitments we make to our clients and other stakeholders. When we have the opportunity to influence a project, we encourage the early involvement of our supply chain partners in developing economical and sustainable design solutions. Increasingly, we are providing information to our suppliers and subcontractors on our environmental expectations, particularly with regard to waste management. Site visits and other such informal audits of facilities are encouraged to develop a dialogue with suppliers and subcontractors that might further improve collaboration.

ENVIRONMENT

We fully recognise our responsibility to manage the impact of our activities on the environment and are committed to excellent environmental practice. We have an environmental management system independently certified by UKAS to a standard of ISO 14001:2015. Our employees undergo on-going training in environmental efficiency and awareness. A full-time, in-house director provides assistance and guidance in environmental matters, including the use of environmental opportunity and risk assessment. Waste management is of the utmost importance to us and 100% of waste is diverted away from landfill, we operate a

reduce, reuse, recycle hierarchy, starting with careful selection, ordering and use of materials. We are committed to the development of our waste minimisation strategy. Wherever possible, we will use our influence with clients and their designers to improve the whole-life environmental performance to establish energy-efficient and sustainable solutions. This includes the specification and procurement of certified legal and sustainable materials. We are taking steps to measure some sources of CO2 emissions that are easily quantified including:

- Electricity and gas usage in offices
- Recycling of printer cartridges
- Use and methods of transport
- Reducing embodied energy during service delivery
- Discuss quality, environmental and health & safety issues regularly at the highest levels of the company and, consult with our employees on all related matters.

In the future, this information may be used to set targets for reduction.

RHODAR CSR STRATEGY

We have developed a CSR Strategy that reflects our current corporate objectives and the expectations of the public and communities, our employees, our partners and other significant stakeholders. It supports and links to existing, relevant organisational strategies, policies and plans in a framework that allows us to better performance-manage and report on our environmental, social and economic impacts. It applies to the whole of Rhodar.

This strategy confirms our corporate responsibility to ensure that key CSR/sustainable development issues are managed within our organisation, to ensure the long term sustainability of the business. Rhodar also recognises that by managing and improving the social, environmental and economic impacts of our day to day operations, there is opportunity to increase public confidence and satisfaction, increase safety and security, improve quality of service, and be efficient and effective.

Our Four CSR Priority Areas



We have developed strategic objectives across these four priority areas; there are both CSR objectives that one might expect from any responsible organisation around, for example, waste management or carbon emissions, additionally there are CSR objectives that reflect the unique nature and impact of our core business – Asbestos removal, demolition, remediation and fire stopping.

Many of the objectives reflect existing organisational strategies, objectives or policies. Use of these recognises that we are not starting CSR from a ‘blank sheet’; rather that the organisation has already been managing its environmental, social and economic impacts in different ways and to varying degrees, just never before pulled together under one cohesive CSR strategy framework.

PRIORITY 1 – OUR STAFF

Developing a talented and diverse workforce that enhances our ability to manufacture effectively and respectfully

PRIORITY 1 - OBJECTIVES	
A	Recruit based on the highest standards of merit, integrity, honesty and respect for diversity
B	Develop a workforce and working culture that demonstrates respect, openness and fairness, and encourages diversity and equality
C	Ensure high standards of health, safety and wellbeing for our staff
D	Build and foster an environment where our staff can excel in their performance and learn and develop in order to deliver a high quality of service to colleagues and the community

PRIORITY 2 – ENGAGING WITH THE COMMUNITY

Making a positive social, environmental, and economic difference to diverse communities through effective community engagement, delivery of policing activities and improving partnership working at all levels.

PRIORITY 2 - OBJECTIVES	
A	Build public confidence through improving engagement with our diverse communities

B	Improve service delivery in identified critical performance areas.
C	Work with partners to support and contribute to community projects that benefit communities – led by individuals, statutory, voluntary or third sector organisations.
D	Support vulnerable groups in our communities, such as young people, to increase employability chances.
E	Realise a positive impact upon local economy.
F	Provide sustainable employment opportunities and support local economies through our procurement spend and supply chain.

PRIORITY 3 – OUR ENVIRONMENTAL IMPACT

Minimise the negative impacts of our activities on the environment and reduce the effects of climate change whilst furthering our positive impacts

PRIORITY 3 - OBJECTIVES	
A	Manage our direct and indirect carbon emissions to reduce our impact upon climate change.
B	Manage waste sustainably by adopting the waste hierarchy (reducing, reusing and recycling waste prior to disposal) through our activities and management of our offices.
C	Support and enhance biodiversity and local environment quality by delivering initiatives to prevent wildlife crime.
D	Purchase sustainable products and services, and where appropriate develop and actively encourage our suppliers and their supply chains to do the same.

PRIORITY 4 – OUR ORGANISATION

Delivering an open and efficient service, demonstrating accountability, transparency, value for money and sustainability

PRIORITY 4 - OBJECTIVES	
A	Deliver services that treat all our clients, customers and stakeholders fairly and with dignity and respect.
B	Ensure clients, customers and stakeholders have a representative voice in setting priorities and feeding back on their service experience.
C	Drive and maintain the highest standards of accountability, scrutiny, transparency and reporting, to assure clients, customers and stakeholders on the quality of our organisational management.
D	Discharge our fiduciary duty through the efficient, ethical and transparent management and use of all resources, delivering value for money.
E	Plan, deliver and operate a sustainable, adaptable estate that meets the needs of our staff, communities and the environment.
F	Positively influence suppliers to demonstrate high social and ethical standards and where appropriate, require the same from their supply chains.

CSR STRATEGIC MEASURABLE OBJECTIVES

Corporate Social Responsibility at Rhodar is governed at the highest level through our Management Board.

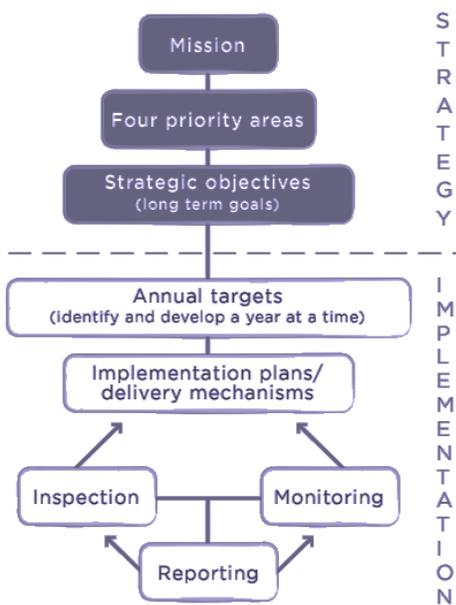
The Management Board scrutinises CSR performance via corporate social responsibility performance reports (by exception) on a quarterly or half-yearly basis to ensure that the Strategy drives sustainability improvements across the organisation, in line with corporate objectives. In addition to this, we also deliver an annual corporate responsibility performance report.

Lower-level, day-to-day governance of Corporate Social Responsibility continues to be delivered through the relevant existing governance arrangements across business groups – recognising that we already have mechanisms in place that manage our environmental, social and economic considerations. At the onset of the CSR Strategy, there is no foreseen plan to have an additional CSR working group or ‘steering group’; however the requirement for any changes to governance will be regularly monitored.

Each year, an annual implementation plan for each priority area will be developed to deliver the corporate responsibility strategy and ultimately realise our mission.

Performance targets and indicators (KPIs) measure our progress. We take care to utilise existing, relevant implementation/action plans and performance management measures to avoid adding an extra, unnecessary layer of governance to the parts of our organisation that already manage our environmental, social or economic impacts.

The structure of the CSR strategy and its implementation is described in Fig. 4:



ETHICAL TRADING – CONTRIBUTION TO CSR

ETHICAL TRADING INITIATIVE 'BASE CODE'

The ETI has developed a code of labour practice – the ETI Base Code. It reflects the international standards most relevant to labour practices. ETI members are expected to adopt either the Base Code or their own code, which in our case is our UK Sourcing Principles. These should be accompanied by guidelines for implementing the code, and a structure to support the ETI's philosophy of learning.

The Ethical Trading Initiative Base Code is as follows:

EMPLOYMENT IS FREELY CHOSEN AND NOT FORCED OR CONSCRIPTED

- There is no forced, bonded or involuntary prison labour.
- Staff are not required to lodge "deposits" or their identity papers with us and are free to leave Rhodar after reasonable notice.

FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING ARE RESPECTED

- Staff, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
- We adopt an open attitude towards the activities of trade unions and their organisational activities.
- Staff representatives are not discriminated against and have access to carry out their representative functions in the workplace.
- Where the right to freedom of association and collective bargaining is restricted under law, we facilitate, and do not hinder, the development of parallel means for independent and free association and bargaining.

WORKING CONDITIONS ARE SAFE AND HYGIENIC

- A safe and hygienic working environment is provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.
- Staff shall receive regular and recorded health and safety training, and such training shall be repeated for new or reassigned Staff.
- Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.
- Accommodation, where provided, shall be clean, safe, and meet the basic needs of the Staff.
- When observing the code we shall assign responsibility for health and safety to a senior management representative.

CHILD LABOUR IS NEVER USED

- There shall be no new recruitment of child labour.
- We develop or participate in and contribute to policies and programmes which provide for the transition of any child found to be performing child labour to enable her or him to attend and remain in quality education until no longer a child; ["child" and "child labour" being defined below].
- Children and young persons under 18 shall not be employed at night or in hazardous conditions.
- These policies and procedures shall conform to the provisions of the relevant ILO standards.

LIVING WAGES ARE PAID

- Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher.
- In any event wages should always be enough to meet basic needs and to provide some discretionary income.
- All Staff shall be provided with written and understandable Information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.
- Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures are recorded.

WORKING HOURS ARE NOT EXCESSIVE

- Working hours comply with national laws and benchmark industry standards, whichever affords greater protection.
- In any event, staff shall not on a regular basis be required to work in excess of 48 hours per week and shall be provided with at least one day off for every 7 day period on average. Overtime shall be voluntary, shall not exceed 12 hours per week, shall not be demanded on a regular basis and shall always be compensated at a premium rate.

NO DISCRIMINATION IS PRACTISED

- There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

REGULAR EMPLOYMENT IS PROVIDED

- To every extent possible work performed must be on the basis of recognised employment relationships established through national law and practice.
- Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub-contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.

NO HARSH OR INHUMANE TREATMENT IS ALLOWED

- Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.
- The provisions of this code constitute minimum and not maximum standards, and this code should not be used to prevent us from exceeding these standards. When applying this code we are expected to comply with national and other applicable law and, where the provisions of law and this Base Code address the same subject, to apply that provision which affords the greater protection.

DEFINITIONS

Child: Any person less than 15 years of age. If local minimum age law stipulates a higher age for work or mandatory schooling, the higher age applies. If local minimum age law is set at 14 years of age in accordance with developing country exceptions under ILO Convention No.138, this applies.

Young Person: Any worker over the age of a child as defined above and under the age of 18.

Child Labour: Any work by a child or young person younger than the age specified in the above definitions, which does not comply with the provisions of the relevant ILO standards, and any work that is likely to be hazardous or to interfere with the child's or young person's education, or to be harmful to the child's or young person's health or physical, mental, spiritual, moral or social development.

The successful implementation of the policy relies on all responsibilities being fulfilled with the general aim of continuous improvement through monitoring and an annual review.



Jason Davy
Managing Director

Version Number	Amendment Made	Reviewed by	Date of Issue
01	Annual review – no change to content	JS	January 2022
01	Annual review – no change to content	SE	January 2023
01	Annual review – no change to content	SE	04/01/2024
01	Annual review – no change to content	SE	06/01/2025
01	Annual review – no change to content	SE	05/01/2026