

The Belfield Group is committed to operating as a socially responsible business in everything that we do.

Accordingly, this policy sets our approach to managing our business activities that ensures that we consider the social, ethical, and environmental effects in a way that brings value to all our stakeholders (including employees, customers, shareholders, suppliers, local communities and global society) and produces an overall positive impact on society.

To achieve this, we will operate by:

- Conducting business in a socially responsible and ethical manner;
- Recognising, respecting and protecting human rights;
- Treating employees fairly, equitably and with respect;
- Being responsible for our impact on the environment;
- Respecting and supporting the communities in which we work.

The effectiveness of this Policy will be monitored and reviewed at least annually to ensure the Group's continuing compliance with any relevant legislation and that identified improvement opportunities have been addressed as well as new business requirements met.

Recognising that corporate responsibility is an evolving subject area, with new issues emerging, then our focus will be on continuous improvement and full transparency.

### **Responsible and Ethical Trading**

We are committed to maintaining the highest standards within our supply chain(s). Our quality teams make frequent visits to suppliers to conduct compliance audits for quality and review adherence to our ethical trading requirements.

We oppose the exploitation of workers and we will not tolerate forced labour, or labour which involves physical, verbal or psychological harassment, or intimidation of any kind.

We will not accept human trafficking or the exploitation of children and young people in our business and undertake all reasonable and practical steps to ensure that these standards are maintained.

### **Human Rights**

We're committed to respecting internationally recognised human rights and the principles and guidance in the United Nations (UN) Guiding Principles on Business and Human Rights

Our Human Rights Policy is informed by the International Bill of Human Rights (as enacted in national laws around the world), the International Labour Organisation's (ILO) Declaration on Fundamental Principles and Rights at Work.

Our commitment to human rights is reinforced in our Human Rights Policy.

### **Employee Relations**

We ensure that all employees are treated fairly and with dignity and respect and aim to reward our employees fairly and support them in reaching their full potential.

We are committed to promoting a positive health and safety culture throughout our business and have continued to invest in training and in improving our processes and practices to ensure that we operate safe and secure workplaces.

Issue Date: 15/11/18	<b>Belfield Furnishings Group</b>	Version Number: 1.0
Review Date: 01/11/20		Page Number: 1 of 2

We are committed to providing safe and healthy working environments for all employees and will not compromise the health and safety of any individual.

Belfield Group applies fair labour practices, while respecting the national and local laws of the countries and communities where we operate. We are committed to providing equal opportunity in all aspects of employment and will not engage in or tolerate any unlawful workplace conduct, including discrimination, intimidation, or harassment.

**Environment**

We recognise that our business activities have varying direct and indirect impacts on the society and environment in which we operate. We control our impact on the environment by continually looking for ways to use energy, materials and other resources more efficiently.

We have achieved ISO 14001 across several of our sites and are working on rolling this out across our other factories. We have continued to invest in new technologies with investment in more energy efficient plant and equipment. Monitoring of our plant and equipment is critical, we cannot manage what we cannot measure.

Efficient waste management remains an important objective for the Group. We are extremely proud to have achieved zero to landfill across all of our UK sites.

All staff are encouraged to play a role in reducing unnecessary energy consumption and finding innovative solutions to ensure our business becomes more sustainable.

**Communities**

We are committed to working with our local communities.

Our work involves:

- Encouraging volunteer work in community activities;
- Supporting local schools with work experience programmes;
- Supporting local fund-raising activities.

In addition, we support a number of local and national charities that reflects our commitment to helping make real improvements to the quality of life of other people.

The Belfield Group Board has overall responsibility for the implementation of this policy. Managing Directors of each business are responsible for establishing appropriate corporate social responsibilities within their operations.

Signed on behalf of Belfield Group



Gary Lasham  
Chief Executive Officer

Issue Date: 15/11/18	<b>Belfield Furnishings Group</b>	Version Number: 1.0
Review Date: 01/11/20		Page Number: 2 of 2