

2009

Corporate Social Responsibility

Policy & Procedures

john watson
high performance doorsets & windows

Prepared on behalf of John Watson Joinery Ltd by Astute Solutions KO Ltd



CORPORATE SOCIAL RESPONSIBILITY POLICY

John Watson Joinery Ltd believes in conducting business in a manner which achieves sustainable growth whilst demonstrating a high degree of corporate social responsibility. We believe that this approach creates a source of professional competency, providing a competitive advantage for our business and clients. The company policy is to invest in the development of its staff, allowing each individual employee to take an active part within the company development. This in turn ensures the integrity of strong relationships, internal and external, vital to any successful business. The result of this continued development being the self-motivated and ethical approach that John Watson Joinery Ltd staff brings to all aspects of the manufacturing of high performance doorsets and windows.

John Watson Joinery Ltd. considers that our corporate social responsibility encompasses interaction with four key areas of our working environment:

- Diversity
- Health and safety
- The environment
- The marketplace.

Demonstrating our commitment to Corporate Social Responsibility is fundamental in the way that we align our business values, purpose and strategy to the social and economic requirements of our customers. We ensure that responsible and ethical business policies and practices are embedded within our company working practices.

Diversity

John Watson Joinery Ltd is fully committed to Diversity. Our Diversity Policy sets out to provide equality of opportunity for all employees and job applicants within an environment free from all forms of discrimination, harassment and intimidation.

The Company is dedicated to setting the highest standards in the management and employment of a diverse workforce both in letter and in spirit.

John Watson Joinery Ltd is committed to the continued development and use of policies, practices and procedures which respect and value every individual's unique contribution, irrespective of their gender, marital status, race, ethnic origin or religious belief, and without reference to social background, sexual orientation, disability or age.

Health and Safety

John Watson Joinery Ltd is committed to ensuring the health and safety of staff and clients. We have rigorous procedures in place to monitor and maintain the highest standards within the workplace. We aim to prevent accidents and promote good health and safety by developing a health and safety culture within the company. In addition to protecting individuals from accidents and processes that cause ill health, the company is also proactive in the management of well being. John Watson Joinery Ltd recognises the competitive working environment that the company has chosen to do its business. We therefore aim to minimise as much as practically possible, workplace stress.

The Environment

John Watson Joinery Ltd recognises that it has a responsibility to the environment and will continue to take positive steps to address the environmental impacts of its business operations. We continually strive towards achieving a more sustainable future by seeking to minimise any adverse environmental impact in the way we conduct our business. We are committed to the prevention of environmental pollution. We regard compliance with the relevant environmental laws as a minimum standard and seek to implement best practice wherever possible

The Market Place.

We value the principles of accountability, honesty and integrity in all aspects of our work with clients. Our work ethic is to conduct our business in a manner which ensures transparency of our business policies and practices. By working together with our clients and embracing corporate social responsibility John Watson Joinery Ltd are able to embrace new market opportunities increase competitiveness and demonstrate a continued commitment to sustainable development

JOHN WATSON JOINERY LTD

CORPORATE SOCIAL RESPONSIBILITY FOCUS

- We will annually select a registered charity to benefit from donations both in monetary value and kind
- We will look to support local organisations that provide young people with sporting opportunities.
- We will continue to sponsor an annual Golf Day for Butterwick Hospice, Bishop Auckland
- We further support the work of Butterwick Hospice by the provision annually of auction events
- Internally we will aim to provide a fulfilling and rewarding career for all our employees by ensuring opportunities exist for personal development.
- We will benchmark and evaluate what we do in order to constantly improve our competitive edge in the marketplace.
- We will continually benchmark and evaluate what we do in order to maximise opportunities to enhance our corporate social responsibility.

RESPONSIBILITIES

The Directors of John Watson Joinery Ltd are responsible for:-

- Providing resources for putting the policy into practice, and ensuring that there are arrangements for monitoring and developing opportunities.
- Ensuring that there are arrangements for identifying, evaluating and managing the company's corporate social responsibility.
- Ensuring that the corporate social responsibility is reviewed annually.