

### Introduction

TAS Engineering Consultants Ltd. is an equal opportunity employer.

We appreciate and understand that it is an individual organisation's responsibility to work for people within our internal and external environment. We aim to establish policies to help ensure the communal effort to maintain the planet plus addressing the broader social values beyond profit.

Our belief is that all internal staff and external clients and suppliers should be involved with, and aware of, good practice actions.

### Key Assets of the Company

**Human Intellect.** As a service provider, the Human Intellect Capital within our organisation is a key reason for client's purchase. By maintaining our training, development, working conditions, flexible attitude and staff motivational activities, we can keep to quality and level of service.

**Ethical behaviour.** By maintaining our high standards with staff, client liaison and work output, this will maintain and build trust and reputation.

**Reputation.** This is key in maintaining valuable staff, attracting and retaining clients, partners and investors.

**The Reliable Expert.** Our company ethos is to provide a high level of service for clients to address carbon emissions, energy management and maintain effective use of electricity.

Our Specialist Division, concentrates upon the provision of consultancy services to clients with regards to Energy Management and Health & Safety Compliances

**Early Adopters.** The directors ensure to analysing and continually review new technology and policies which will limit the use of the planet's natural resources.

The Company aim to:

- Comply with all matters included within Corporate Diversity Policy
- To improve social and environmental issues aswell as profit
- Maintain current levels of client service concentrating upon energy conservation.
- Wherever possible, to work with suppliers with a similar Corporate & Social Responsibility policy.
- Continually assess effectiveness of policy.
- Work with all relevant stakeholders – Staff, Shareholders, Society, Environment, Customers, Suppliers, Memberships & Associations

**Activities**

| Internal Environment   | External Environment  | Environmental Impact   | Social & Community  |
|--|---|--|---|
| <p><b>Equality</b><br/>To adhere to diversity policy and encourage advancement from all age groups</p> <p><b>Health &amp; Safety - Employees</b><br/>Continue to provide an internal policy and appointed person to manage all aspects of H&amp;S for all staff are working on behalf of TAS</p> <p><b>Flexible Working Attitude</b><br/>In challenging times of personal and logistical issues, a flexible attitude enables staff maintenance and motivation</p> <p><b>Human Dignity-employees</b><br/>At no time whatsoever will any issues relating to race, religion, physical or mental capabilities, bullying, sexual orientation or gender be tolerated.</p> <p><b>Open Door Policy</b><br/>The MD maintains opportunities to allow all staff members to communicate on all work &amp; personal related issues</p> <p><b>Work / Life Balance</b><br/>A flexible attitude is provided with all reasonable issues. Where projects demand additional personal effort, reciprocal time will be provided.</p> <p><b>Flat Management Structure</b><br/>To aid effective and equal communications and motivation.</p> <p><b>Awards</b><br/>Annual motivational awards introduced for staff with outstanding professional attitude.</p> | <p><b>Health &amp; Safety Clients</b><br/>To have an on site for staff and suppliers safety and conformance attitude.</p> <p><b>Research &amp; Consultation</b><br/>To regularly conduct research / feedback opportunities for all external opinions and attitudes with regards to services and CRM strategy.</p> <p><b>Human Dignity-suppliers &amp; clients</b><br/>At no time whatsoever will any issues relating to race, religion, physical or mental capabilities, bullying, sexual orientation or gender be tolerated.</p> <p><b>Ethical Sourcing</b><br/>In appointing suppliers there will be an open and tolerant attitude where tenders are viewed according to selection criteria.</p> <p><b>Competitive Respect</b><br/>TAS will not out or under bid competition with the intent to run at a loss for the sake of the contract, or at the expense of lesser quality products or materials.</p> <p><b>Safety Compliance Service Provision</b><br/>To continually provide a high level of service for clients to address carbon emissions, energy management and maintain effective use of electricity.</p> <p><b>Suppliers with same standards</b><br/>Wherever possible, to work with suppliers with a similar Corporate &amp; Social Responsibility policy</p> | <p><b>Early Adopters</b><br/>To ensure analysis and continually review new technology and policies which will limit the use of the planet's natural resources</p> <p><b>Minimum Use of natural resources</b><br/>Where paper products are used within workplace, to encourage minimum use.<br/>Wherever possible double sided paper should be used. Electronic literature and marketing communications is encouraged.<br/>Use of electricity within workplace to be kept at a comfortable minimum.</p> <p><b>Recycle</b><br/>The current policy is to recycle all natural and office based consumables.</p> <p><b>Reduce CO2 emissions &amp; Carbon Footprint</b><br/>Quarterly reviews are in progress where all staff travelling to client's premises must be accountable to their personal carbon emissions.<br/>A carbon calculator is used to identify personal carbon use per quarter / annually.<br/>It is encourage to provide a mix of employee comfort and a reduction of carbon emissions i.e Corporate travel, use most carbon neutral option possible.<br/><a href="http://www.co2balance.com">www.co2balance.com</a></p> <p><b>Conference Calls</b><br/>versus Client on site visits – wherever possible.<br/><br/>An annual review will then identify ideas to offset Co2 emissions</p> | <p><b>Computers &amp; Office consumables Recycling / Donations</b><br/>A policy of offering office consumables i.e computers for schools / third world or developing countries is in place.<br/><br/>Where items are unwanted, we will dispose of products in a safe and environmentally friendly manner.</p> <p><b>Books</b><br/>TAS currently have a store of approximately 7,000 unwanted books. Profits derived from the sales of these books are given to nominated charities via local Rotary Club.<br/><br/>The books are also offered to the local neighbours free of charge, on a quarterly basis.</p> <p><b>Sponsorships</b><br/>TAS are currently investigating into the feasibility of numerous community groups for sponsorship which would benefit the local community.</p> <p><b>Local Community</b><br/>2007 – Providing electrical design skills to local community church .<br/>To assess complimentary projects of value to the community.</p> |