



**CORPORATE AND SOCIAL RESPONSIBILITY
COMPANY POLICY**

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CORPORATE AND SOCIAL RESPONSIBILITY POLICY

1. Introduction

Viridian Consulting Engineers Limited (the Company) is dedicated to providing Corporate and Social Responsibility (CSR) to our business, employees, partners and stakeholders alike, as well as encouraging our associates to adopt similar ethical and environmental practices.

The Company takes its name from the Latin 'viridis', meaning "green" and was specifically chosen to reflect the principles and ethos of our business. Our mission is to provide clients with innovative sustainable building solutions for the built environment and assist them in saving energy thus reducing carbon emissions.

Viridian Consulting Engineers Limited recognise that having Corporate and Social Responsibility embraces all aspects of sustainable development and addresses social issues which are of most relevance to the Company.

2. Objectives

We believe that a responsible approach to developing relationships, between companies and the communities they serve, is a vital part of delivering business success. The objective of this policy therefore is to set out a clear and concise structure which is to be applied throughout all activities of the company. This policy is to be made available to clients and other stakeholders, upon request, to set out how Viridian Consulting Engineers Limited propose to work with them. When read in conjunction with our Anti-Bribery and Corruption Policy this document is designed to operate in a way that safeguards against unfair and/or unethical business practices.

3. Scope

This Policy shall apply to all Directors and Employees of Viridian Consulting Engineers Limited. All stakeholders' and suppliers are encouraged to support our proactive approach to protecting the impact that our business has on our people, local communities, and the environment, as set out below;

- **Business Ethics and fair Trading**
- **Employment – Protecting Human Rights and fair labour practices**
- **Sustainability – Protecting the Environment and addressing Climate Change**
- **Community – Donations and Aid to alleviate those in need**

This Policy shall also compliment, and is supported by, all other Company Policies and procedures as documented in the Quality Management System as described below;

Our Quality Management System (compliant with ISO9001:2015) ensures that we continually strive to improve our business to adapt to changes in legislation, current trends and market forces affecting the scope of our Corporate and Social Responsibility.

CORPORATE AND SOCIAL RESPONSIBILITY POLICY

4. Compliance and Legality

Viridian Consulting Engineers Limited is committed to ensuring that our business is conducted in all respects according to rigorous ethical, professional and legal standards.

The Company maintains a legal register to ensure that all the laws that regulate and apply will be complied with.

From ethical banking with the Co-operative Bank to serving Fair Trade Coffee to our visitors we are committed to supporting the future of local and indigenous people who can benefit from these principles.

5. Corporate and Social Responsibility

a) Business Ethics and Fair Trading

Viridian Consulting Engineers Limited in its day-to-day practices shall at all times respect the law and honour its internal policies. We shall take every possible action to ensure that the Company's business operations are legitimate and keep our partnerships open and transparent.

We shall always conduct business with integrity and respect to human rights and show respect to the customer. Our Anti-Bribery and Corruption Policy sets out the full terms of such practices.

b) Employment

Human Rights

Viridian Consulting Engineers Limited is an Equal Opportunities Employer and all relevant screening, including the right to work in the UK is undertaken during the induction process. We encourage diversity and inclusion and aim to eliminate discrimination based on any grounds (Race, Age, Sex, Colour or Religion). Partners are actively encouraged to observe international human rights norms within their work.

Health and Safety

Health and Safety is paramount to all those who represent our business both on site and in the main office and rigorous procedures are in place to ensure the wellbeing of all. These procedures are compliant with the more recently introduced ISO45001:2018, which we also hold.

c) Sustainability

Environment

Viridian Consulting Engineers Limited will continue to work with our partners to reduce their impact on the environment. Whilst the sheer nature of the advice and design services we provide can be deemed to be having positive impact on the environment, our day-to-day operations also incorporate many ethical practices which all employees are encouraged to support. With an overall mission to become carbon neutral in our operations, annual surveillance under the Environmental ISO14001:2015 Standard ensures that our impact on the environment remains positive.

Local Sourcing – Supply Chain

Moving things consumes fuel and causes pollution; to lower our carbon footprint we purchase, where possible, from local suppliers and where commercially acceptable, preference is given to those who can demonstrate that their services and products are sustainably sourced/provided.

Managing Resources

There is propaganda displayed in the office to remind staff to be mindful of the effect of their actions on non-renewable resources and we actively encourage the recycling of all suitable office waste.

Conservation

Our environmental impact is so important to us our Directors and their families are members of the Centre for Alternative Technology in Wales whose work includes an education and visitor centre demonstrating practical solutions for sustainability. Their work covers all aspects of green living: environmental building, eco-sanitation, woodland management, renewable energy, energy efficiency and organic growing.

Biodiversity

Viridian recognises the role company activities may have upon biodiversity and have an Environmental Impacts policy to identify where there is a potential risk to the local environment and how to mitigate this as far as possible.

d) Community

Employment

Where possible we recruit locally. Local employment keeps the money in the community. And also reduces the impact of long-distance travel.

There are visual reminders in the office to remind staff to be mindful of the effect of their actions on non-renewable resources and to encourage the recycling of all suitable materials.

Engagement

Our services have been provided as a non-profit making contribution to local projects such as Manchester Lads Club - Salford, The Mustard Tree - Homeless Project M4, and The 2nd Cheadle Scout Troop who needed to build a new storage facility for their equipment.

We have happily sponsored colleagues and business associates who have taken part in several challenges and events for local charities and Paul and John have both physically and financially supported Foodbanks on Manchester and Anglesey during the COVID-19 pandemic in 2020

We also sponsor the sports kit for Inter Cheadle – North U15's Football team.

6) Authority and Distribution

6.1 Policy Governance

All policies shall be governed by Paul Harris and John Hughes “the directors” as equal shareholders in the business. All policies within the Quality Management System have been introduced to establish and maintain consistencies to business methods and systems in order to create strong foundations upon which a successful business can be built in the future.

6.2 Communication of Policy

This policy and procedures shall form part of the Viridian Training Programme and delivered to all Staff initially with regular review via the Team Briefing Process.

6.3 Enquiries

All the queries regarding Document Control policy should be, in the first instance directed to Carol Harris, Administrator: Tel; 0161 478 6256 or by e-mail: general@viridian-consulting.co.uk

7. Review and Revision

| Issue | Date | Summary | Next Review |
|------------------|-------------------|--|-------------------|
| Version 1 | 31.08.2018 | Developed by Viridian Consulting Engineers Limited | 31.08.2020 |
| Version 2 | 11.08.2020 | Review – Minor Amends re: Help in the Community (Foodbanks during COVID-19 Pandemic) | 31.08.2021 |
| Version 3 | 11/02/2022 | Minor review to wording in ‘Employment’ information | 31.08.2023 |
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Signed : 

Date: 31st August 2023

Position:- Director

Review:- 31st August 2024