

TRI Contracting Services Limited

Corporate Social Responsibility Policy Statement





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TRI Contracting Services Limited (TRI) strives to be a good corporate citizen. Through its managers and through its people, TRI is committed to promoting protection of the environment; supporting charities and local communities; promoting equal opportunities; ensuring safe and efficient working practices; and working with suppliers who uphold similar values.

People

TRI recognises that our people are our greatest asset and key to continued growth and success and as such, we are committed to providing careers and working environments in which our people can achieve to their fullest potential. TRI has a commitment to keeping employees informed of Company affairs through news circulars and regular staff meetings.

Employees are encouraged to discuss operational issues with their line management and to suggest ways to improve performance and efficiency.

Developing future talent is fundamental to TRI. This is achieved with In-house development and accredited training for all staff and site personnel within TRI including the opportunity to achieve recognised qualifications that are relevant to our sector.

TRI:

- Provides clear and fair terms of employment for its employees
- Provides clean, healthy and safe working conditions
- Has a fair remuneration policy everywhere we operate
- Strives for equal opportunities for all present and potential employees
- Encourages employees to develop skills and progress in their careers
- Does not employ underage staff
- Ensures that staff are aware of TRI policies on insider trading, bribery and inappropriate gifts, money laundering and whistle blowing
- Encouraging a harmonious working environment with zero tolerance to bullying or to any form of harassment linked to an individual's sex or other personal characteristics.

Equal Opportunities

TRI is committed to a policy of equal opportunity and diversity in employment and recognises that this is essential to ensuring the success and growth of the organisation. To this end, the Group makes every effort to select, recruit, train and promote the best candidates based on suitability for the job; to treat all employees and applicants fairly, regardless of race, sex, marital status, age, nationality, ethnic origin, religious belief, sexual orientation or disability; and to ensure that no employee suffers harassment or intimidation.

Disabled Employees

It is the policy of TRI to provide employment and to make reasonable adjustment to accommodate disabled persons wherever business requirements will allow and if applications for employment are received from suitable individuals. Should an existing employee become disabled, every reasonable effort will be made to ensure that their employment with the Company can continue on a worthwhile basis and that career opportunities are available to them.

Health, Safety and Welfare at Work

The health and safety, welfare and wellbeing of employees are of paramount importance to TRI. It is the policy of the TRI to create and improve standards of Health and Safety, which will lead to the avoidance and reduction of risks and to ensure that TRI complies with all Health and Safety legislation. A detailed Health and Safety Policy Statement is held at all TRI premises and displayed on the notice boards.

Contracts Managers and Contracts Supervisors actively implement TRI policies, standards and procedures on all projects in which TRI operates. They are supported by a dedicated Safety Health & Environmental Department with professionally qualified personnel. The TRI Board of Directors meets on a bi-annual basis to review activity and policy in this area. The Safety Health & Environmental Department report annually to the Board on issues relating to the health, safety and welfare of the employees. These reports are reviewed by the TRI Board and suitable enhancements or improvements are made.

TRI makes every reasonable and practicable effort to provide safe and healthy working conditions on all its projects and premises. It is the duty of all employees to exercise responsibility and to do everything they can to prevent injury to themselves and to others. The policy standards and procedures are communicated to employees through contracts of employment, staff hand books, operating manuals, bulletins and notice boards and staff training as appropriate.



Information Security

TRI is committed to ensuring the integrity and security of its business information with particular attention given to personal and sensitive data where inappropriate use or inadequate maintenance and safeguarding could have serious repercussions. TRI policies and procedures are based on its requirements for a secure operating environment, an assessment of the risks that TRI faces and relevant legal and best-practice requirements.

Responsibility for information security sits with the local management teams with appropriate training and support provided. A dedicated Information Security Manager is responsible for the strategic management of information security, including risk management, together with implementation and enforcement of the Information Security Policy.

Environmental Issues

Environmental savings make good business sense. Our primary objective is to minimise our carbon footprint and any negative impact we may have on the environment. TRI is committed to the following:

- To meet or exceed the requirements of relevant legislative, regulatory and environmental codes of practice
- To identify, reduce and dispose of waste arising from our operations in a manner that minimises harm to the environment and prevents pollution of land, air and water
- To reduce the consumption of energy and water and use renewable and/or recyclable resources wherever practicable
- To encourage our suppliers and subcontractors to implement good environmental practices and procedures which support our own objectives and targets
- To take responsibility for the maintenance and revision of our environmental policy, which is reviewed annually in order to set environmental objectives and targets for continuous improvement, as we recognise the need for sustainable development.

Stakeholders

While TRI is accountable to Shareholders, it takes into account the interest of all its stakeholders including our employees, our customers and our suppliers, as well as the local community and the environment in which we operate. TRI's reputation is one of its key assets and as a major player in sector of the industry, adhering to the highest standards of integrity, personal conduct, ethics and fairness is deemed to be of vital importance.

Customers

Customer Satisfaction is of ultimate importance to us, to this end TRI;

- Seeks to be honest and fair in our relationships with its customers
- Provides the standards of product and service that have been agreed
- Takes all reasonable steps to ensure the safety and quality of products or services that it produces
- Promotes relevant Ombudsman redress schemes and subscribes to industry Codes of Best Practice

Suppliers

Our Suppliers are seen as an intricate member of our team, to this end TRI;

- Seeks to be honest and fair in our relationships with suppliers and subcontractors
- Pays suppliers and subcontractors in accordance with agreed terms
- Has a policy not to offer, pay or accept bribes or substantial favours
- Encourages suppliers and subcontractors to abide by the same standards and principles.

Responsible Sourcing

TRI have protocols in place to ensure responsible resourcing of products and services. This entails a potential supplier being subjected to a vetting process to acquire approved status. Suppliers must undertake to act in accordance with all TRI protocols regarding responsible sourcing or an equivalent of its relevant core principles, in the performance of any agreement. This undertaking shall also include their subsidiaries or sub-contractors. This means that all products and services supplied must have been produced in compliance with all applicable laws and regulations throughout the entire supply chain.

Suppliers shall ensure that products and services are sourced and produced under a set of internationally acceptable environmental, social and ethical guidelines and standards. To ensure TRI's due diligence, suppliers are required to



provide information to show full transparency on the origins of products and materials, including all stages of extraction, manufacturing and distribution and the identity of all parties in the supply chain. Where required, these must be disclosed at the tender stage when requested.

TRI complies with the 10 Principles of the UN Global Compact and we expect that our suppliers encourage and work with their own supply chain to ensure they meet the principles of the UN Global Compact.

All suppliers shall work actively to ensure that no ethical breaches occur, by preventing all forms of corruption, including but not limited to extortion and bribery

Shareholders

Shareholder's interests are at the heart of all TRI operations, to this end TRI will;

- Be financially accountable to its Shareholders
- Communicate to Shareholders all matters that are material to an understanding of the future prospects of the organisation
- Protect Shareholders investment, manage risks and ensure funds are used as agreed.

Local Communities

Not having adverse effects, imposed on the local community by our operations is of paramount importance to us, to this end TRI will;

- Aim to make the communities in which we work, better places to live and do business
- Aim to be sensitive to the local community's cultural, social and economic needs
- Endeavour to protect and preserve the environment wherever TRI operates
- Encourage support of causes within local communities.

Industry Participation

As responsible Trade Contractor and member of The National Federation of Terrazzo, Marble and Mosaic Specialists, TRI will;

Engage in consultation with Government Regulators and relevant trade bodies on issues affecting our sector, related industry services and consumer protection.

Signed:

A handwritten signature in black ink, appearing to read 'Simon Petrou', written over a horizontal line.

Date: 23/09/2010

Name

Simon Petrou

Designation:

Commercial Director