



Corporate Social Responsibility Policy

We believe that a commitment to the principles of corporate social responsibility (CSR) not only makes good business sense but also complements our core business strategy and corporate values. We continually strive to improve our CSR efforts and this is always a work in progress for us.

We have a dedicated team heading up all of our CSR activities, having regular meetings to ensure we never rest on our laurels and ensure we are doing all that we can for our clients, employees, the environment and our community.

Our policy is based upon the following principles:

- To minimise the impact and maximise the benefits that our work has on the environment and people around us
- To integrate our CSR considerations into all our business decisions
- To comply with, and exceed where practicable, all applicable legislation, regulations and codes of practice
- To review, annually report, and to continually strive to improve our CSR performance

This policy describes Oliver & Co's commitment to the principles of CSR. To help define our policy we have divided it into four key areas:

1. People

Oliver & Co aim to create a workplace that encourages diversity and equal opportunities for all. We try to ensure that all our employees enjoy their work and have opportunities to consistently satisfy our clients with their high degree of expertise and friendly approach. We actively encourage professional development and support employee health and wellbeing. Oliver & Co are committed to the following:

- Our employees are free to work without discrimination or fear; there is also no discrimination in the hiring process
- Our staff are free to join or form trade unions of their own choosing
- Our staff are paid above the national minimum wage
- Working hours are not excessive and all overtime is voluntary
- Working conditions are safe and hygienic with free access to refreshments
- We invest in continual professional development to help develop our staff
- Staff are supported in both physical and mental well being

- Provision of facilities to assist those with mobility, visual and hearing impairment

2. Environment

Oliver & Co Senior management are committed to ensuring that protection of the environment is embedded in the company culture. Oliver & Co aim to reduce our direct impact on the environment by actively managing our waste, emissions and consumption of natural resources. Oliver & Co are committed to the following:

- We comply with applicable legal requirements and other requirements to which the company subscribes which relate to environmental aspects
- We consider environmental issues in all business strategies and initiatives
- We expect our suppliers to also be aware of and consider their impact on the environment
- We endeavour to positively influence our suppliers and clients to practices relating to positive environmental standards
- We aim to prevent pollution, reduce waste and minimize the consumption of resources
- We educate, train and motivate our employees to carry out tasks in an environmentally responsible manner

3. Community

To play a positive role in the society, Oliver & Co aim to actively support local businesses, charitable organisations and the communities in which we operate. Oliver & Co are committed to the following:

- To make the local community a better place and encourage our employees to get involved in local community events
- To ensure that as a company we create a good impact on our local community
- To commit a proportion of our profits to support community initiatives via sponsorship and charitable donations
- To encourage our employees to provide skills and expertise pro bono to local community initiatives
- To support staff fundraising events company wide

4. Responsible Trading

Oliver & Co aim to build and maintain the highest standards from our suppliers. We are committed to the following:

- We oppose the exploitation of workers and will not tolerate forced or child labour, human trafficking, inhumane working conditions or intimidation of any kind

- We will not tolerate corruption or bribery and are committed to always trading in an ethical and honest manner
- We will monitor our suppliers and take reasonable and practical steps to ensure these standards are maintained

The development and implementation of this policy is the responsibility of the Oliver & Co's CSR team, managed by director, David Owen.

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