


CORPORATE DOCUMENT			
	Controlled		Effective Date: 03/2023
			Owner: Rhys Harris
Review Date:	03/2024	Related Docs:	Health & Safety Policy Environmental & Sustainability Policy Quality Manual Equality Diverion & Inclusion Policy
CORPORATE SOCIAL & RESPONSIBILITY POLICY			

Anderselite is part of the Morson Group and we are a leading provider of technical recruitment services and therefore has a direct input into the lives of our employees, candidates, and clients, as well as our suppliers and the wider community. For that reason, we have an ongoing commitment to act ethically in all service areas and take pride in making a positive contribution to the wider community around us.

We are accountable for what we do and strive to build long term relationships with our clients and candidates based on trust, quality, and integrity.

Anderselite representatives deliver excellence, experience and innovative solutions. We ensure that the right support systems and infrastructure are in place to support their professional development. Our people are a key to our success.

We aim to make a positive contribution to the communities we work in, and seek to fulfil our part in promoting, training, and developing engineering talent for the industries in which we operate – providing the skills for tomorrow, today.

Anderselite builds long term partnerships based on trust, integrity and professionalism. We tailor our services to meet clients' specific needs, and proactively source new ways of continuing to be the best at what we do.

Responsibility to Employees

Anderselite values its employees highly and therefore we offer a variety of benefits to staff: -


- 1 Sophisticated IT systems developed by our in-house IT Team, including Staff Intranet
- 2 Company Bonus scheme
- 3 Competitive basic salary and uncapped commission scheme
- 4 Opportunity to be a part of the UK's number one technical recruiter
- 5 Contributory Pension Scheme
- 6 Company car or car allowance
- 7 Long service awards
- 8 Support
- 9 Healthcare Schemes
- 10 Life Assurance

Equal Opportunities

Anderselite is an Equal Opportunities employer. As such, we aspire to reflect our diversity values in our internal recruitment procedures as well as our work ethics as a recruitment agency. We are committed to a policy of equal opportunities for all.

Anderselite operates an Equality, Diversity and Inclusion Policy in accordance with the Equality Act 2010, Anderselite treats everyone equally irrespective of sex, sexual orientation, marital status, age, disability, race, colour, religion, ethnic or national origin, membership or non-membership of a trade union, working hours or whether on a fixed term or permanent contract. We ensure that we do not discriminate in all areas of recruitment, promotion, dismissal and redundancy. Moreover, Anderselite reviews, on an on-going basis, all aspects of recruitment to avoid unlawful or undesirable discrimination or harassment on those grounds.

This document defines the Group Policy regarding the protection of the Environment, Health and Safety.

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It applies to all activities, operations, services and products of Anderselite.

Anderselite Workplace

Our clear aim is to become a recognised 'Employer of Choice' within our sector with a workforce that fully reflects the communities we serve. Anderselite employs a large number of staffs from the local community. To help us achieve this, we have three key aims:

- To develop a culture of good communication and trust within the business, so every employee shares the same values and works towards the same business objectives
- To manage change in a fast-growing, high-performance organisation by anticipating the people and resources we will need well before they are needed
- To encourage our employees to work together effectively in all situations

Charity

We realise how important it is to be involved with community projects at a local level and it's a Group policy to proactively encourage close links between the company, institutions, charities and local authorities. Participation in local events is also encouraged by subsidised entry fees. Ad-hoc charity donations can be requested via the Group charity committee and includes sponsoring children's sports teams, donating raffle prizes to local schools and charities and matched monetary donations.

In addition, the Group has official charities each year, which can be local or national organisations. All funds raised by the Group's charity events and sponsorships are donated to these charities at the end of each year.

Charity activities are managed by the charity committee, a group of employees from across the Group. Official annual charities are nominated by our employees; this ensures there is a strong personal connection to the charities involved.

Environmental Sustainability

Anderselite operates an Environmental Management System in line with ISO 14001 guidelines which is mirrored across all locations. Key areas in which Anderselite aims to reduce its impact on the Environment include: -


Energy & Water

- We will seek to reduce the amount of energy used as much as possible
- Lights and electrical equipment will be switched off when not in use
- We will where possible, use Renewable utility providers
- Heating will be adjusted with energy consumption in mind
- The efficiency of new products will be considered when purchasing

Office Supplies

- We will seek to purchase environmentally friendly products
- We will reuse and recycle wherever possible
- Minimise the use of paper in the office
- Employ technological solutions and reduce paper resources

Transport

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- We will reduce the need to travel, restricting to necessary travel only
- Promote email and video / voice conferencing as an alternative
- All vehicles used on company business are properly maintained
- Group offer EV (electric vehicles) and HEV (Hybrid electric vehicles) on company and fleet vehicle schemes.

General

To ensure Anderselite's Corporate Social Responsibility Policy is effective, we also ensure the following:

- All staff are provided with suitable, sufficient and relevant training
- We work where possible with local labour and materials so as to reduce CO2
- We work with suppliers to improve their environmental performance
- We are kept up to date with technical advances that support environmental and sustainability improvements
- Improvements to the Group's Environmental performance is tracked, including carbon footprint targets, and reported to the Operations Board on a monthly basis.

Every employee has an individual responsibility to help meet the requirements of this policy. All are invited to contribute ideas for better practices, through their Manager or directly to myself.

Rhys Harris

Rhys Harris
Operations Director

Date: 17th March 2023
Anderselite Ltd (part of The Morson Group)