



# Commercial Social Responsibility Policy Statement

January 2022



# COMMERCIAL SOCIAL RESPONSIBILITY POLICY STATEMENT

MacInnes Bros Ltd recognises that we must integrate our business values & diverse operations to meet

the expectations of our business parties; clients, customers, employees, suppliers, the local community and the environment.

MacInnes Bros Ltd also recognises that our social, economic & environmental responsibilities to these business parties, which is also an integral objective to our business core. We also aim to demonstrate these responsibilities through our actions & within our Company Policies.

MacInnes Bros Ltd takes seriously all feedback that we receive from our business parties &, where possible, maintain open dialogue to ensure that we fulfil the requirements outlined within the Policy.

We shall be open & honest in communicating our strategies, targets, performance & governance to our business parties, through our continual commitment to sustainable development.

The Managing Director of MacInnes Bros Ltd, Mr Ewen P MacInnes, is responsible for the implementation of the policy & will make the necessary resources available to realise our business responsibilities.

The responsibility for MacInnes Bros Ltd performance on this policy rests with all employees, & sub-contractors, throughout the Companies scope of business related aims & goals.

## **MacInnes Bros Ltd Business Aims & Focus:**

We shall ensure a high level of business performance while minimising & effectively managing risk ensuring that we uphold the values of honesty, openness & fairness in our relationships with all our business parties.

We shall support the development of our external business parties through training courses & further personal development aims, by using our gained fundamental achievements for all our business associates to share in our developed skills, knowledge & varied experiences from past activities.

Our Contracts/Projects will clearly set out the agreed terms, conditions & the basis of our relationship & will operate in a way those safeguards against unfair business practices.

We shall encourage our business related suppliers & sub-contractors to adopt responsible business policies & practices in-line with our own formal procedures, these may consist of, (but not be restricted to):

## **Accountability:**

- The Workforce are continually encouraged to promote the Companies aim of improving the image of all developments & infrastructure changes, combined with the construction activities & that of the Client's or Customer's potential aims & ultimate objectives.



- Everyone associated with the Contract/Project Planning & Execution should understand & comply with this "**Code of Conduct**".
- Training & further development needs for all employees' & staff participating in such activities & roles will be identified, assessed, addressed & implemented.

#### **Appearance:**

- The Development/Project should be aiming to create an image of which the Company can be proud.
- The Project/Works Perimeter & all Welfare Facilities should be clean, tidy & well presented, & all materials stored neatly.
- Waste, rubbish & litter should not be allowed to accumulate. Dust operations should be managed to prevent any inconvenience to others.
- Damage caused by our Operations/Working Activities are be rectified quickly.

#### **Consideration:**

- Everyone affected by the Contract/Project should be advised before work starts.
- Nuisance caused by deliveries, traffic & parking should be minimised.
- Diversions should be clearly signed with special attention paid to the needs of the Local Community & those with sight, hearing & mobility difficulties.

#### **Environment:**

- The potential environmental & ecological effects of the Project & Working Operations should be identified & evaluated, with appropriate action taken to minimise all forms of pollution.
- Every effort should be made to reduce, reuse & recycle waste. Materials will be obtained from sustainable sources, & local resources used where possible.
- The Contract/Project should aim to make a positive contribution to the natural surrounding environment.

#### **Good Neighbour:**

- The Workforce will be encouraged to have a positive influence on the Local Community.
- The Contract/Project Agent/Manager is to interact proactively with local residents, businesses, schools, etc throughout the Contract/Project to inform them about Working Activities & to pre-empt & avoid complaints.
- Any complaint should be logged & handled positively to achieve a satisfactory outcome for all concerned.



### **Respectful:**

- Everyone involved with the Contract/Project should help to create a positive image & maintain respectable & safe standards of dress & behaviour whilst at work.
- Improper conduct & language should be subject to severe disciplinary action.
- Pride in the management & appearance of the Contract/Project, its temporary facilities & the surrounding area should be shown at all times.

### **Responsible:**

- The Workforce will be made aware of their obligations to personnel, to act in a professional & conscientious manner, & play a part in the development of the Companies future workforce & commitments/objectives.

### **Safety:**

- Systems are to be in place so that Working Activities are carried out with due care & consideration for the safety of the public as well as for those visiting & working on the Contract/Project.
- No Working Activity should be a risk or hazard to others.
- All employees & staff have a "**Duty of Care**" to protect third parties & their properties from negligible/accidental damage or injury occurring.

We will also register & resolve any Client or Customer complaints in accordance with our standards of service.

We will also support & encourage our employees & business parties to help local community organisations & activities in our area, particularly our employee chosen charities.

MacInnes Bros Ltd are committed to working with local schools, colleges & training providers to assist young people in choosing their future careers, being an advocate for our industry. MacInnes Bros Ltd operates an Equal Opportunities Policy for all present & potential future employees & will offer our employees clear & fair terms of employment & provide resources to enable their continual development & enhancement.

We shall also maintain a clear & fair employee remuneration policy & shall operate an open door policy for employee consultation & business involvement.

MacInnes Bros Ltd are committed to provide safeguards to ensure that all employees of whatever nationality, colour, race or religious belief are treated with respect & without prejudice, or sexual, physical & mental harassment in-line with the Modern Slavery & Human Act 2015.

We shall provide, & strive to maintain, a clean, healthy & safe working environment in line with our Health, Safety & Environmental Policy, combined with our Safe Systems of Work.



MacInnes Bros Ltd is conscious for the need to instigate & further develop Environmental Policies with achievable objectives, which may also include the incorporating of Local Biodiversity Action Planning as part of the business & operational cycle process, relating to our projected activities.

We also aim to mitigate our impact on the Natural & Historical Heritage found here in the Western Isles of Scotland. Thereby future generations can gain a better advancement in knowledge, experiences & a fundamental understanding of the local lifestyle & historical past of this unique island culture.

MacInnes Bros Ltd achievements have been recognised by a multitude of business supporting organisations & rewarded with such accreditations as:

SNIPF – Scottish & Northern Ireland Plumbing Employers' Federation; Licensed Business.  
Constructionline – PPQ Approved; Reg No: 3626.  
CHAS – Contractors Health & Safety Scheme; Reg No: 197464.  
Achilles – UVDB Supplier; Reg No: 199049.

Signed:

A handwritten signature in blue ink, appearing to be 'P. J. MacInnes', written over a horizontal line.

Managing Director

Date: 18.01.2022