

Company Name:	Twenty-Four Seven Recruitment Services Ltd					
Policy Name:	Corporate Social Responsibility Policy					
Review Date:	V1 Jan 2018	V2 28.02.22	V3 13.03.24			

Policy Statement

Corporate social responsibility (CSR) is an umbrella term covering our impact on society and the environment in its widest sense; our impact on the environment; our diversity record; our behaviour as an employer, as a purchaser of goods and services, and as a provider of recruitment services; the suppliers we use; our corporate governance policies; our relationships with our stakeholders; and the shared values that guide our company.

We believe that having strong CSR credentials will help us attract and retain the best people to our company. We aim to be a leader among the UK recruitment market in all aspects of our business operations.

We believe that improving our understanding and delivery of our social and environmental responsibilities is important to sustaining our success, and in improving our understanding of the markets and communities within which we work.

CSR

CSR is about being responsible, as well as profitable; minimising our impact on the environment; being a good employer; and ensuring that we are attracting and retaining people from the widest possible pool of talent. For us, sustainability is also about investing in the future by helping to improve the skills and aspirations of young people and disadvantaged people; working with and supporting members of the Armed Forces, Veterans and Reservists; working with our community partners to help identify and meet the needs of the communities where we work and the issues that are pertinent to us; and making a valuable contribution to promoting human rights and tackling modern slavery in supply chains.

Scope

This policy applies to our Company, its suppliers and partners.

Responsibilities

The Senior Managers are responsible for the implementation of the policy and is fully supported by Directors.

All Staff are responsible for ensuring performance of the policy.

Policy

We want to be a responsible business that meets the highest standards of ethics and professionalism.

The Company is committed to the concept of CSR. We believe in passionate support for all our communities and stakeholders through a diverse engagement strategy which is intrinsic in nature and designed to encourage effective social inclusion.

The Company has an open door approach in relation to auditing our business to demonstrate our responsibilities through our practices. The Company has been assessed and approved by EcoVadis; an assessment to evaluate how well the company has integrated the principles of CSR into the business to include the environment, labour and human rights, ethics and sustainable procurement.

The Company commits to making a real difference in the following areas:

Compliance

Our Company will:

- Respect the law
- Honour its internal policies and procedures
- Ensure that all its business operations are legitimate
- Keep every partnership and collaboration open and transparent

In the Workplace

By recruiting and retaining talent who consistently deliver customer excellence to our clients and by continually developing and nurturing their skills and experience, ensuring they are best equipped to help others.

In the Marketplace

Through striving to be the brand leaders, setting new performance targets and exceeding customer expectations at every opportunity.

In the Community

By providing support to those who need our help most through a philanthropic approach to encourage a more inclusive society.

Environmental

By consciously minimising the impact we have on limited resources through considerate management and recycling wherever possible.

The Company strives to:

- Establish and act within a framework to deliver our policy.
- Embrace the principles of CSR as part of our culture and to encourage all stakeholders to make a difference for the wellbeing of others.
- Ensure our approach is both ethical and in line with our values.
- Adopt practices that enhance the working environment and enrich the lives of others.
- Provide practical support to local communities and organisations through financial and resource- led donations.
- Engrain CSR as fundamental to our business strategy.
- Involve our employees in contributing back to society.

- Be attentive to conserving natural resources for future generations.
- Choose our supply partners in line with this policy wherever possible.
- Demonstrate that success is a balance between fiscal outcome and the impact we have upon society.
- Support a work/life balance to ensure a healthy and safe workforce.
- Ensure all Staff/workers are treated fairly, with equal opportunity and with respect in line with our Equality and Diversity Policy.
- Eradicate exploitation in the Company and throughout the supply chain in line with our Human Rights Policy, Preventing Hidden Labour and Exploitation Policy and Forced Labour and Ethical Policy.

Non compliance

A breach of any of the provisions of this Policy by any Relevant Person will constitute a disciplinary offence and will be dealt with in accordance with the Company's disciplinary procedure.

Breach of this policy by any Relevant Person who is a contractor or consultant providing their services to the Company may lead to the immediate termination of that person's engagement by the Company.

Review

The HR Dept has primary responsibility for ensuring compliance with this Policy and will review its contents on a regular basis. They will be responsible for monitoring its effectiveness and will provide regular reports in this regard to the Board Directors of the Company who have overall responsibility for ensuring this Policy complies with the Company's legal and ethical obligations.