

SAMPLE CORPORATE SOCIAL RESPONSIBILITY POLICY

Introduction to Corporate Social Responsibility (CSR)

CSR refers to the way in which businesses regulate themselves in order to ensure that all of their activities positively affect society as a whole. CSR policies aim to guarantee that companies work ethically, considering human rights as well as the social, economic and environmental impacts of what they do as a business. Businesses should meet, and aim to exceed, any relevant legislation, and if legislation does not exist in a particular area, the company should ensure they carry out best practices anyway.

GTS Solutions CIC are committed to ensuring that any business undertakings are conducted as ethically as possible by following the below policy.

Who we are and what we do

GTS Solutions CIC is a community interest company based in Edinburgh Scotland, but can operate nationally within its defined scope. GTS is a supported employer, disability confident leader, and a fully accredited living wage employer. GTS provides expert training consultancy work to facilitate its nationally recognised employability plan, and specialises in getting people with multiple barriers to work, into employment. It mainly does this through its security training academy.

Looking after Employees

To retain loyal and productive staff, it is vital to maintain a good working environment:

- *GTS is an Equal Opportunities Employer as per the Human Rights Act 2010, and also complies with the Modern Slavery Act.*
- *GTS are constructionline Gold certificated, and comply with the Health and Safety at Work ACT*
- *Our dedicated training academy sees GTS implement a training needs analysis, and competence awareness policy.*
- *GTS communicates to staff through its online rota system, and website*
- *GTS is a living wage employer*

Looking after Customers

To strengthen its relations with customers. GTS does the following;

- *Regularly seeks feedback from customers regarding its service, through survey, questionnaires, regular KPI meetings, and other traditional line of feedback like email and phone calls*
- *GTS has a dedicated compliance team to ensure that the health and safety of their employees are a number 1 priority*

Suppliers' Standards

To ensure good relations with suppliers, GTS does the following;

- *Adherence to the Modern Slavery Act 2015*
- *Adherence to the Bribery Act 2010?*
- *Audited financial system which is monitored and managed daily by the managing Director*
- *Due diligence checks on all suppliers*

Community Engagement

GTS solutions CIC are experts in creating learning programmes for the community which then benefit community groups. Their unique position within the 3rd sector allows guaranteed contracts, employability and learning to be delivered to the vulnerable persons in our society. Top Management continually work on a volunteer basis with local community groups.

Supporting diversity and inclusion events

Following completion of their 6 week pathway to employment program successful learners apply for a vacant position with GTS (to evidence the transition from training to employment as well as to provide a fixed point for the completion of suitable screening to BS 7858 which is completed in house) before undertaking a company induction and shift shadowing schedule to ensure they fit in with the remainder of the GTS team. All new starters are allocated a mentor who can assist and guide them through the difficult phase of starting employment, some for the first ever, and the rest in a long time.

Charitable work and Upskilling of new and existing workforce

the company deliver their own training packages, which include all SIA licence training, and as nearly all employees come through the pathways to security program (mentioned earlier) which consists of a 6 week course that covers basic employment skills, health & safety awareness, first aid, and finally their SIA licence training, GTS can ensure that all employees have been suitably trained in practices that align with their own exacting standards and conform to guidance given in the British Standards. The company deliver a number of other courses which enable persons to complete pathways into alternate lines of employment if they wish

Measurement

GTS operates a Quality Policy and standard to ISO 9001, and regularly measures all the above to ensure continual improvement.