

The ReThink Group

Corporate Social Responsibility Statement

For us, 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 and international recruitment and consulting firms in the field of corporate social responsibility (CSR).

We are committed to being a responsible business because it matters to us and the people who are important to us – particularly the people who work here. We also believe that improving our understanding and delivery of our social and environmental responsibilities is important to sustaining our success as a leading international firm, and in improving our understanding of the local and international markets and communities we work in.

For our firm, success in CSR is being responsible, as well as profitable; taking a responsible approach to climate change and 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 homeless people; 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 improving access to justice for people in need.

We define our social responsibility into four key areas:

Marketplace – responsibility to our clients, candidates, suppliers and partners as a leading Recruitment and consulting company

Workplace – commitment to what we regard as our most valuable resource: our employees

Environment – doing all we can to reduce our impact on the environment

Community – Ensuring that each of our offices is an active partner in the communities in which they operate

We are committed to building a culture where our employees, clients, candidates and suppliers recognise our commitment to ensuring that our branches operate successfully in their communities and that we achieve our goal as a company of long-term sustainable success.

We have a Corporate Social Responsibility committee that meets at least twice a year, which is managed by a member of the executive board and senior level representatives from all areas of the business including operations, purchasing, finance, human resources and sales & marketing. This committee is tasked with upholding our duty of care to the environment and our communities.

Quarterly performance reports are provided to the Board.

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MARKETPLACE

As a leading recruitment and consulting company, we are committed to the highest standards of business practices towards our candidates, clients, and suppliers.

- Our services and facilities will, where reasonably practical, be accessible to all, including those with disabilities or special needs
- All areas of our business will operate a healthy and safe environment for our candidates, employees, visitors and contractors
- We are committed to the personal safety of all staff
- We are committed to appropriate investment in our properties
- Our purchasing department always consider ethical and environmental obligations in all activities
- Ethical and environmental questionnaires are a requirement within our tenders and the results are used as part of the decision making process when selecting suppliers
- We will not purchase from any organisation whose products are produced with the exploitation of child labour, paying an unfair wage in poor working conditions or any other violation of worker's rights
- We are committed to honesty and transparency in our communication with customers and we adhere to industry best-practice in advertising and other marketing activity

WORKPLACE

We recognise the value and importance of our employees and managing talent within our company is a priority. Our employment policies not only comply with all relevant legislation, but seek to go beyond that in order to ensure that the working environment within all areas of our business embraces diversity, offers fairness and equality of opportunity in every respect

The key employment policies that we refer to include the following:

➤ **Recruitment**

Applicants for employment within our business will be assessed fairly, regardless of race, gender, age, disability, marital status, sexual orientation or religious belief. They will be treated with honesty and respect at every stage of the recruitment process

➤ **Training and development**

Appropriate training will be offered to all employees in order to assist and empower them within their daily work

➤ **Remuneration**

We will pay a fair wage for a fair day's work

➤ **Diversity and Equal Opportunities**

All staff will be treated with dignity and respect regardless of their origin or background. We embrace diversity and it is viewed as a strength within our business. We have a Diversity and Equal Opportunities Policy

➤ **Anti-discrimination**

We have robust anti-discrimination policies and any allegation of discrimination is taken extremely seriously and dealt with accordingly

➤ **Family friendly working policies**

We recognise the importance of all our employees, including those who are working parents and we value and uphold the rights of working parents under current legislation

➤ **Talent management**

We are keen to harness the potential of all of our employees and we actively encourage and support all those who demonstrate talent and wish to progress within our organisation. We offer training courses aimed specifically at those who wish to develop new skills and a robust succession plan

➤ **Employee consultation and internal communications**

Communication with our employees is a priority and we actively seek opportunities to engage with our staff. We welcome feedback from our employees and listen carefully to suggestions

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➤ **Health & Safety in the workplace**

The Health & Safety of our employees is vital and we will make the appropriate investment in equipment and training to ensure that accidents and injuries are avoided. We will provide a safe and pleasant working environment. ReThink has a Health and Safety Policy

ENVIRONMENT

ReThink actively seeks ways to reduce our impact on the environment and we will work with suppliers, partners and our team-members to ensure that we all understand the environmental impact of our operations. All areas of our business are targeted with reducing energy and water consumption and increasing recycling levels. ReThink has an environment policy

➤ **Energy consumption**

Energy consumption is the largest environmental impact of our business and we actively explore and implement as appropriate, any initiative that could reduce our energy consumption. For example, low energy lighting, regular boiler efficiency audits, maximum water temperatures and movement sensorcontrolled lighting are just some of our current initiatives

➤ **Water**

Society often overlooks that water is a scarce resource, but we actively strive and encourage our team-members to conserve water usage throughout our business

➤ **Waste management**

As a group standard, every one of our offices has been targeted with reducing the proportion of their waste that goes to landfill by and we are committed to increasing recycling levels year on year. Waste streams are segregated at all offices and paper, glass and cardboard are recycled. We continue to work with suppliers to reduce the excess packaging and increase the use of recycled cardboard and reusable delivery trays wherever possible

➤ **Responsible purchasing**

We ensure that all our suppliers are aware of our environmental goals and have their own environmental policies in place. Wherever practical, we purchase products made from renewable and ethically sound sources. We aim to exceed the minimum standards our business is required to achieve by environmental legislation. We recognise that people are key to our environmental success and all employees are encouraged to be environmentally responsible through regular training, instruction and awareness raising activities. This policy is regularly monitored by the group CSR committee and updated to reflect new initiatives and processes that can further drive our ability to reduce our impact on the environment both locally and nationally

COMMUNITY

We recognise and value the communities that we operate within. As a successful and progressive recruitment and consulting business we wish to interact with and support these diverse communities wherever possible. Our commitment to the community includes supporting local charities at individual branches, forming and maintaining links with local schools and colleges for work experience placements and assisting employees that wish to volunteer to assist local community projects where appropriate

International

ReThink complies with the International Labour Organisation (ILO) Conventions on Employee Rights in regard to UK legislation and regulation