

Corporate Social Responsibility Policy

Purpose

This policy outlines Lancetech Limited's (Lancetech) commitment to Corporate and Social Responsibilities.

Our Commitment

At Lancetech, we believe our products make a significant impact on our customers, consumers, and the world. We take our Corporate and Social Responsibilities seriously, ensuring all employees uphold the highest levels of integrity to protect our reputation and that of our customers. We do not tolerate any illegal or immoral activities.

Principles

Lancetech is committed to upholding the most advanced levels of ethical behaviour and accountability for business through the following principles:

- **Safety of Employees and Visitors:** We ensure safety to our employees and visitors.
- **Well-being of People:** We are highly concerned about well-being of people by s
- supporting human values.
- **Ethical Business Management:** Conducting business in a socially responsible and ethical manner.
- **Ethical Sourcing:** Procuring products and services responsibly.

Safety

- **Primary Concern:** We believe in safety of our employees and visitors is paramount.
- **Safe Working Environment:** We strive to provide a safe workplace.

- **Accountability:** Our employees are expected to take ownership of their safety and that of others.
- **Zero-Tolerance Culture:** We uphold a stringent zero-tolerance policy on accidents across our entire business. We expect all visitors to our sites to fully embrace and adhere to our safety culture.
- **Legal Compliance:** We strictly adhere to legal safety obligations.
- **Employee Induction:** All our employees are thoroughly inducted into the business at the commencement of their employment with us
- **Continuous Improvement:** We believe in continuous improvement and maintain regular updates on safety improvements through Staff Briefing sessions or Company Notices.
- **Contractor Briefing:** We ensure contractors are vetted and understand our safety procedures.
- **Visitor Safety:** We ensure our visitors with safety rules, PPE, and guidance when visiting warehouse floor areas.

All our safety practices are designed to ensure a safe working environment for our employees.

Well-Being of People

Our success is built on teamwork, diversity, and integrity. We ensure fairness and equality, rejecting discrimination and harassment.

- **Child Labour:** We ensure that no one under 18 is employed, except apprentices, adhering to UK regulations.
- **Wages:** We committed to pay the Real Living Wage, except for apprentices who receives the Apprentice Minimum Wage.
- **Working Hours:** We comply with UK working hours regulations, ensuring adequate rest for employees.
- **Work Environment:** We promote dignity, respect, and fairness, addressing any issues through our Grievance and Disciplinary procedures.

- **Legal Compliance:** We follow all UK employment laws and maintain fair practices.
- **Community Engagement:** We respect and support local communities and cultures.
- **Employee Development:** We provide training and development for our employees' future careers.

Ethical Business Management

- **Reputable Practices:** We uphold ethical business practices globally.
- **Certifications:** We maintain ISO9001/14001 and other certifications annually.
- **Customer Audits:** We comply with customer audit requirements.
- **Confidentiality and IP:** We implement comprehensive and unequivocal policies on confidentiality and intellectual property to ensure the protection of our proprietary information and that of our clients.
- **Anti-Illicit Trade:** We destroy non-conforming products to prevent illicit trade.
- **Due Diligence:** We avoid dealings with illicit or counterfeit traders.
- **Improper Payments:** We prohibit improper payments, gifts or any form of
 - inducements.
- **Conflicts of Interest:** Conflicts must be declared, excluding those with material interests from decisions.
- **Performance Reporting:** We report transparently to inform senior management.
- **Environmental Compliance:** We ensure compliance with waste disposal regulations, aiming for zero landfill.

Ethical Sourcing

- **Supplier Standards:** We source from ethically sound suppliers and service providers.
- **Energy Efficiency:** We use ethically sourced energy and aim to reduce consumption through new technologies, such as efficient lighting.
- **Supplier Review:** We thoroughly review both existing and new suppliers to ensure they meet our corporate and social responsibility standards, including sustainable sourcing of raw materials.

Employee Responsibilities

- **Policy Adherence:** All employees must follow the principles in this policy.
- **Leadership Accountability:** Directors and senior management must ensure their teams understand and adhere to Lancetech's policies and values.
- **Leading by Example:** Directors and senior managers are expected to demonstrate the highest standards of integrity in their duties.