

CORPORATE SOCIAL RESPONSIBILITY POLICY

1. Objectives

- 1.1. GDUK Door Solutions Limited is committed to the principles of good corporate governance and to ensuring that its business is properly managed for the benefit of its stakeholders, including its managers and employees. Its purpose is to ‘make access easy, safe & secure’.**
- 1.2. The Company believes in honest, integrity and professionalism in all aspects of its business. Bribery and corruption are unacceptable practices. The Company will not knowingly participate in money laundering practices. The Company is committed to the development of business and quality management systems, as recognised by its ISO9001 accreditation, and is also working towards achieving ISO 14001 Environmental Management.**

2. Employees

- 2.1. GDUK strives to ensure that all employees are treated fairly and with respect, and are appropriately rewarded. We value diversity in our workforce and enable people to develop to their fullest potential. Specifically we:**
 - 2.1.1. Provide clear and fair terms and conditions of employment**
 - 2.1.2. Provide clean, healthy and safe working conditions**
 - 2.1.3. Strive for equal opportunities for all employees and candidates for employment.**
 - 2.1.4. Encourage employees to develop skills, undertake training and progress their careers**
 - 2.1.5. Do not tolerate any physical, emotional or sexual harassment or bullying**
 - 2.1.6. Do not discriminate on grounds of race, ethnicity, gender, age, religion, belief, disability, sexual orientation, pregnancy and maternity, marital or civil partnership status or gender reassignment**
- 2.2. Our vision is of ‘people proudly working together to consistently exceed customer expectations’. This is underpinned by our values of:**

Customer Focus

Ownership & Empowerment

Openness & Trust

Teamwork

Determination

Quality

Innovation

3. Customers

GDUK believes that integrity in the customer relationship is key to success and sustainability. We will, therefore:

- 3.1. Avoid untruths, concealment and overstatement in all advertising and public communications**
- 3.2. Ensure that employees understand their responsibilities to customers in relation to the giving and receiving of gifts**
- 3.3. Treat all customer information in line with our data protection policy and with the utmost care**

4. Suppliers and subcontractors

GDUK Door Solutions aims to develop relationships with its suppliers based on mutual trust and respect and particularly:

- 4.1. Seeks to be honest and fair in relationships with suppliers and subcontractors**
- 4.2. Will not pay or accept bribes or substantial favours**
- 4.3. Will pay suppliers and sub contractors in accordance with agreed terms**
- 4.4. Will not knowingly purchase from any supplier who produce products/ provide services using any form of forced or inhumane treatment**
- 4.5. Will purchase from renewable/ sustainable sources whenever practicable**

5. Competitors

The Company will compete vigorously, but honestly. It will not:

- 5.1 Damage the reputation of competitors either directly or indirectly**
- 5.2 Share proprietary information with competitors**
- 5.3 Avoid fair comparison**

6. Policies

This policy is supported internally by further policies. If you wish to view these please contact the HR Department.