

## 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.

Owen Fabrications is 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

Owen Fabrications is a structural steel fabrication and installation company, specialising in temporary and permanent steelwork for infrastructure projects, as well as primary steelwork for building frames, mezzanine floors and bridges. We work on a wide range of project types, from low volume bespoke fabrications for building renovations through to new-build structures including all cladding and envelope finishing details.

We are London-based and employ staff who are predominantly residents of London (both permanent and self-employed) and maintain a supply chain that is mostly in and around London. Although we mainly work in London and the Southeast we do regularly work nationwide, and occasionally internationally.

Our clients include both public and private sector organisations, from small building companies to multinational blue-chip businesses. We have built a solid reputation over the past 20 years for quality, fast response whenever we are needed, and for great customer service.

### Looking After Employees

To retain loyal and productive staff, it is vital to maintain a good working environment. We are a small family-run business and very much value the contributions of our staff. Our people are more than just numbers, and everyone working with us is able to have a real tangible impact on the business. To give our staff the best working environment possible we:

- Operate an equal opportunities policy, which is regularly reviewed and updated in line with the latest legislation and best-practice.
- Work to a detailed health and safety policy, which is reviewed and kept up to date in line with the latest legislation and industry standards.
- Keep our staff trained in safe ways of working.
- Regularly review performance, with both informal updates and structured appraisals.
- Believe in being flexible to accommodate external commitments when needed.
- Stay open and approachable to give people the freedom to raise any concerns.

### Looking After Customers

The relationships we have with our clients is of the utmost importance at Owen Fabrications. Whether we are producing in low volumes for a small business or large quantities for a global company we take the same pride in delivering quality work and attentive service. To maintain this standard, we:

- Are direct and honest in our communications – we never make promises we cannot deliver on.
- Are flexible, adaptable, and approach each project individually so that we can give the client what they need to make the project a success.
- Constantly invest in new tools, equipment, technology, and training for our staff, to maximise our capacity, efficiency, finishing quality and safe operations.
- Are transparent in our pricing, with detailed quotations and no hidden fees or surprise costs at the end of a project. If something changes during the delivery of a project then we will always communicate the cost impact and reasons, for the client to review and approve.



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### Suppliers' Standards

Our responsibilities to our clients do not stop with our leaders and employees. We are committed to operating a safe, responsible and compliant supply chain, to ensure high standards are adhered to throughout the project lifecycle. Owen Fabrications has benefitted greatly from being a London-based business, so we believe strongly in giving back to the communities that have helped us to succeed by using local suppliers of products and services whenever we can. To develop and manage our supply chain, we:

- Require evidence that suppliers adhere to the Modern Slavery Act 2015.
- Look for suppliers to operate in line with the Bribery Act 2010.
- Use local suppliers (or local branches for nationwide suppliers)
- Are committed to paying our suppliers properly and on time.
- Commit to communicating clearly and openly with suppliers.

### Protecting the Environment

The environmental impact of the construction sector is significant, and it is incumbent on all businesses to work on reducing their own impact as much as possible. Owen Fabrications is committed to a long-term and sustainable reduction of our environmental impact, and we are currently developing our environmental strategy for the future. This policy will be updated as we make progress in defining and implementing that strategy. Our focus will include, among other things:

- Gaining accreditations and certifications in our environmental management systems, processes and impact reduction plans.
- When vehicles are due for replacement, review the possibilities of alternative fuels, hybrid systems and electric vehicles.
- When tools, fabrication machinery and plant are due for replacement, review options of more energy efficient equipment and move from fossil fuels to electric power wherever we can.
- Improve the energy efficiency of our workshop and office operations to reduce direct emissions and our indirect carbon footprint.
- Place requirements on our supply chain to follow any standards we introduce, as a minimum.
- Improve the efficiency of our planning and procurement to maximise the efficiency of delivery vehicles and reduce wasted space.

### Measurement

This policy will be reviewed annually, and as new ways of working are implemented we will introduce corresponding measurements to enable us to track progress. As these methods of measurement are developed this policy will be amended accordingly.



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