

Corporate Social Responsibility Policy

Introduction

CSR refers to the way in which businesses regulate themselves and provide surety that their activities positively affect society as a whole. CSR policies are developed to ensure that companies work ethically, considering human rights as well as the social, economic and environmental impacts of what they do as a business. As businesses we should endeavour to comply with all relevant legislation, and if legislation does not exist in a particular area, the company should ensure they carry out best practices anyway.

Mathewson & Rosemond Limited are committed to ensuring that any business undertakings are conducted as ethically as possible through commitment to the following policy.

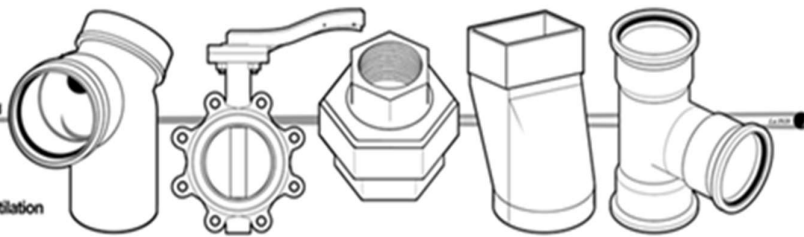
Who we are and what we do?

Mathewson & Rosemond Ltd is a supplier of commercial heating, plumbing and ventilation materials to the construction and building services sector. We are a family-owned business having been established some 63 years ago. We continue to develop and grow with our main premises in Leeds and a recently established depot in Manchester, with the intention to maintain sound business ethics and transparency that benefit both our employees and stakeholders.

Looking after Employees

To maintain productivity and loyalty amongst our personnel we ensure that the working environment is positive, open, honest, safe and non-discriminatory. Because of this we continually develop policy with regards to the following:

- Health & Safety – this is discussed at weekly meetings with representatives throughout the organisation
- Equality & Diversity - with training provided through ACAS to become fully aware of legislation
- Continuous Professional Development is encouraged amongst staff and pursuit of professional recognition.
- We pay the national minimum wage and enrolment within the company pension scheme
- We encourage openness and offer an ‘open door’ policy with HR to discuss any employee concerns with complete discretion and confidentiality.
- Develop team building through regular open discussion and social interaction outside of the working environment



Looking after Customers

At Mathewson and Rosemond, it is of paramount importance that we look after our customers and ensure that they have a positive and lasting impression of our business, therefore we:

- Always contact customers on a regular basis to check that they are happy with the service they have received and if there are any improvements, we could make with regards to the customer experience.
- Ensure complete compliance with our Quality Management Policy and provide all necessary information regarding the use of products that require specific safety data.
- Meet directly with customers to discuss business to guarantee that communication is always clear, effective and with a positive outcome.

Suppliers' Standards

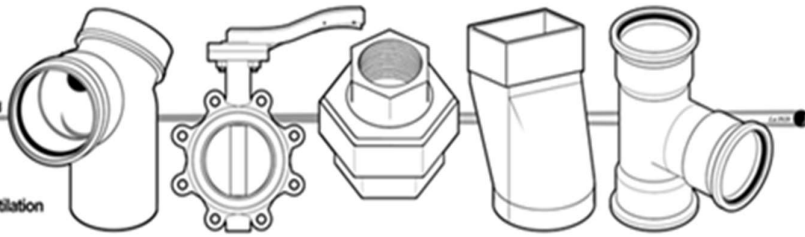
We must ensure that our suppliers share our business ethics in order to preserve a good working relationship with them and to do this we must:

- Have evidence that suppliers adhere to the Modern Slavery Act 2015
- That all other policies are relevant and demonstrate compliance
- Try and ensure we utilise local supply networks
- Commit to payment of suppliers within agreed terms and conditions
- Communicate in a clear and effective manner.
- Determine that suppliers also have a CSR Policy.

Protecting the Environment

Mathewson and Rosemond commit to reducing the environmental impact of our business activities therefore it is vital that we follow and develop our Environmental, Waste Management and Sustainability Policies in order to:

- Reduce waste and recycle where possible.
- Meter water usage and utilise water saving equipment.
- Understand material usage throughout the business and adopt a 'recycle life cycle' approach.
- Encourage a 'green' approach to transport i.e.
 - Promote walking, cycling, car share or the use of public transport to travel to work if possible.
 - Provision of workplace showering facilities to accommodate and promote cycling and walking to work
 - Use of electric company vehicles for staff.



- Convince customers to use materials and equipment that has less environmental impact.

Community Engagement

As a business we understand the importance of our local community and why it is essential for us to actively engage in activities that promote development, education, health & wellbeing and because of this we:

- Provide sponsorship to a local junior football team in South Leeds with direct connections to one of our employees.
- Work directly with Leeds City College to develop placements for 'T' Level students.
- Actively recruit from the local area. This has resulted in 20% of our employees being from the local community.
- Provide sponsorship to a Super League Rugby League Team who are actively involved in community engagement promoting sport, health, wellbeing, education and inclusion in a culturally diverse population.

Measurement

We recognize the importance of CSR Policy and development therefore we regularly monitor and assess the actions we have determined and now:

- Discuss regularly in weekly meeting the effectiveness of progress.
- Celebrate and promote achievements linked directly within the organisation and those stakeholders involved.
- Discuss and meet at strategic level to discuss feedback from stakeholders and staff regarding our CSR goals and measures.