

Corporate Social Responsibility Policy

SWA Ltd are committed to a sound ethical policy of Corporate Social Responsibility to align our business values, purpose and strategy with the needs of our customers whilst further ensuring we are holding responsible and ethical principles into everything we do.

The various elements of this Statement demonstrates the approach of SWA Ltd in dealing with our customers, suppliers and the local community principles in an effort to support our energy procurement, transport, water use and other business usage to reduce our carbon footprint and environmental impact.

Environment

Protection of the environment are principles SWA Ltd consider to be sound business practice in how we live and operate. Care for the environment is one of our key responsibilities and an important way in how we conduct our business and is further enhanced with our accreditation to BS EN ISO 14001 Environmental Management System.

SWA Ltd are committed to:

- Complying with all relevant environmental legislation, regulations and approved codes of practice;
- Protecting the environment by striving to prevent and minimise our contribution to pollution through our operations and the products we place into the market place;
- Seeking to reduce and minimise wastage whilst endeavouring to maximise the efficient use of materials and resources;
- Managing and disposing of all waste in a responsible manner;
- Providing training for all staff so that we continue to work in accordance with this policy statement and from within an environmentally aware culture;
- Regularly communicating our environmental performance to our employees and other significant stakeholders;
- Developing our management processes to ensure that environmental factors and impact are considered during planning and implementation;
- Monitoring through regular auditing of our EMS to effectively maintain and improve our environmental performance.

The nature of our processes and our products means that we do not have a high environmental impact, but we take into consideration environmental issues and endeavour to reduce our environmental impact to a minimum.

The Directors and Management will ensure that the Company reduces the environmental impact by the Company by:

- Trying to ensure the transportation of our products are carried out in an efficient manner;
- For company vehicles, using those that are regularly serviced and checked with regard to their emission levels and economic fuel use through effective journey planning;
- Ensuring all lights and equipment are switched off when not in use;
- Ensuring that water is used efficiently;
- Minimising paper usage wherever possible;
- Recycling of all waste with the effective use of balers and shredding equipment within the company;
- Working with like-minded suppliers who take steps to minimise their environmental impact;

Local Community

The Directors and Management will also ensure that SWA Ltd are:

- Minimising noise, dust and light pollution on local residents and wildlife;
- Having regard to delivery times and despatch vehicles movements at the premises to ensure they have minimal impact on the local residents, schools and the wider community;
- Ensuring any waste created by the company is treated in a suitable manner (e.g. recycled, disposed of correctly) to ensure it doesn't escape onto neighbouring property;
- Providing economic support to the local and wider community by providing jobs at or above the minimum wage;
- Support local business and trade persons by using local organisations where realistically feasible;
- Supporting local events and charities;

Customers

The Directors and Management will also ensure that we deal responsibly, openly and fairly with customers and potential customers by:

- Ensuring that all our advertising, website, documentation about the Company and its activities are clear, informative, legal and ethical;
- Being honest and open about our products and services and informing customers the information they wish to know in a full and correct manner, including what we do to be socially responsible;

- Ensuring that when things do go wrong we will acknowledge the problem and seek to deal and remedy any issues promptly and effectively;
- Listen to our customers feedback through such mediums as Customer Feedback Questionnaires so that it can help us to improve our products and services;
- Ensuring we benchmark and evaluate what we do in order to constantly improve our competitive edge in the marketplace.

The Directors and Management will also ensure that we deal responsibly, open and fairly with suppliers by:

- Ensuring we use ethical suppliers;
- That we endeavour to pay on time;

The operational and ultimate responsibility for the commitment to our corporate and social responsibility principles lies with the Directors of SWA Ltd. Every employee of SWA Ltd is expected to give their full co-operation to the above principles in their activities at work. Consultants or visitors are also expected to work to our environmental policies and procedures whilst on site.

The effectiveness of the CSR Policy Statement will be monitored and reviewed annually by the Directors to ensure the Company's continuing compliance with any relevant legislation and to meet new business requirements and to identify areas in need of improvement. We will also ensure that all changes will be communicated to all employees as and when these do arise.