

## **Corporate Social Responsibility**

While the management of Acal BFi is primarily accountable to its investors and shareholders, in managing the business it takes into account all stakeholders in Acal BFi including employees, customers and suppliers, as well as the local communities and environment in which it operates. In a balanced way, without unnecessarily restricting the optimisation of returns, it endeavours to identify and manage any risks to the value of Acal BFi's business from social, environmental and ethical matters, and to take any opportunities presented by a sensible and considerate approach to such matters to enhance shareholder value.

The Board of Acal BFi has adopted policies in relation to corporate social matters, and day-to-day responsibility for implementation of these policies is delegated to the management of Acal BFi's local operating companies. In implementing these policies, the company endeavours to ensure that the cost of managing risks is proportionate to their significance to Acal BFi and its business partners. More specifically, Acal BFi's policies cover the following:-

**General:** Management at all levels in the organisation is committed to taking account of its corporate social responsibility in its actions and endeavours to show due respect for human rights and works to high standards of integrity and ethical propriety. As a multinational organisation, Acal BFi takes account of cultural differences between the various territories in which it operates.

**Employees:** Acal BFi provides equal opportunities to all employees and prospective employees, and does not discriminate on grounds of colour, ethnic origin, gender, age, religion, political or other opinion, disability or sexual orientation.

Clear and fair terms of employment as well as a fair and competitive remuneration policy are put in place. Employees are encouraged to develop their knowledge and skills and to progress their careers to the mutual benefit of themselves and the companies they work for. It is the responsibility of management to ensure that they comply with all local regulations including those relating to the employment of underage staff. Local business units are responsible for developing and implementing effective arrangements for employee communication.

A great deal of importance is attached to the provision of clean, healthy and safe working conditions. In addition to compliance with all local regulations, Acal BFi promotes working practices which protect the health and safety of its employees and other persons who come on to its premises. The company endeavours to protect employees from and does not tolerate any sexual, physical or mental harassment. Health and safety matters are kept under regular review by local management and by the Acal BFi Group management.

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The Group operates a 'whistle-blowing' policy whereby employees may report in confidence any suspected wrongdoing.

Business Relationships: All Acal BFi company members seek to be honest, fair and competitive in their relationships with all customers and suppliers. Every attempt is made to ensure that products and services are provided to the agreed standards and all reasonable steps are taken to ensure the safety and quality of the goods and services provided. Payment is made to suppliers in accordance with the agreed terms, the relevant goods or services having been satisfactorily delivered. It is Acal BFi's policy that no one in the Group should offer or accept any bribes or other corrupt payments, engage in any anti-competitive practices or knowingly be involved in any fraud or money laundering.

So far as it is able to and taking into account local cultural and regulatory differences, Acal BFi encourages organisations and people with whom it does business to abide by principles of good practice in relation to their corporate social responsibility.

Community and Environment: Each Acal BFi company aims to be sensitive to the local community's cultural, social and economic needs, and seeks to ensure that its activities do not harm the communities as places to work and live in. The company seeks to ensure that its operations do not have a negative impact on the environment. Apart from compliance with all local environmental regulations, Group companies endeavour to promote the effective management of natural resources and encourage energy efficient as well as waste minimisation and recycling where economically viable means of doing so are available. Although the vast majority of products Acal BFi deals with are non-hazardous, where such products are involved it minimises the environmental risks by use of appropriate labelling and technical information in conjunction with proper training and procedures for the handling, storage and disposal of such products. The Group is cognisant of the Restriction of the Restriction of the Use of Hazardous Substances in Electrical and Electronic Equipment Regulations, and has implemented procedures to achieve compliance with them.

Paul Webster

Group Chief Executive, Acal BFi

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