



Employment Services Ltd

Corporate Social Responsibility Policy Statement

By demonstrating our commitment to Corporate Social Responsibility, we aim to align our business values, purpose and strategy with the needs of our clients, whilst embedding responsible and ethical principles into everything we do.

The elements of this statement cover our approach in dealing with our clients, suppliers and the local community principles in an effort to support reducing our energy, procurement, transport, water use and other business usage to reduce our carbon footprint and environmental impact.

Environment

Protection of the environment in which we live and operate is part of Unique's values and principles and we consider it to be sound business practice. Care for the environment is one of our key responsibilities and an important part of the way in which we do business.

Where possible, we will endeavor to purchase environmentally friendly office supplies and cleaning products.

Turn off light and other electrical equipment that are not in use overnight.

Print on both sides of the paper where practical.

Use refillable ink cartridges in the printer and recycle ink cartridges.

Inform and encourage staff to act in an environmentally responsible manner and provide training where necessary.

In this policy statement, we commit our Company to:

Comply with all relevant environmental legislation, regulations and approved codes of practice.

Protect the environment by striving to prevent and minimise our contribution to pollution of air, land and water.

Seek to keep wastage to a minimum and maximise the efficient use of materials and resources.

Manage and dispose of all waste in a responsible manner

Monitor and continuously improve our environmental performance.

The nature of our work as an employment agency means that we do not inherently have a high environmental impact, but we will take consideration of environmental issues in the professional services we provide and endeavor to reduce our environmental impact to an absolute minimum.

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

Using vehicles that are regularly serviced and checked with regards to their emission levels and economic use of their fuel.

- Sourcing and buying locally to save fuel costs wherever possible.
- Ensuring that all lights and equipment are switched off when not required.
- Ensuring that water is used efficiently.
- Using scrap paper for drafts and notes.
- Printing in mono and double sided wherever possible.
- Recycling all waste.

Unique Employment Services Ltd are currently looking to reduce the amount of paper we use by 50% by the end of 2021.

The operational and ultimate responsibility for the commitment to our corporate social responsibility principles lies with the Directors of Unique Employment Services Ltd. Every employee is expected to give their full co-operation to the above principles in their activities at work.

P Hughes

Paul Hughes
Managing Director

Date 4th March 2020