

CORPORATE SOCIAL RESPONSIBILITY POLICY

Powertek Utilities Ltd (Powertek Utilities) is committed to ensuring that its activities are conducted in accordance with all applicable legal and regulatory requirements and the highest standards of ethical business conduct.

The purpose of this policy is to set out Powertek Utilities' position on Corporate Social Responsibility matters, our rules relating to these and to provide guidance to employees on their and the Company obligations.

The corporate conduct of Powertek Utilities is based on acting safely, responsibly, honestly and with integrity. All employees are expected to act in a responsible, honest, ethical and lawful manner and must take care and precautions at all times.

Powertek Utilities is committed to achieving continual improvement in standards of health and safety at work and seeks to reduce the risks to its staff whilst they are at their place of work, during the course of their work and to comply with any client site rules.

Powertek Utilities is also committed to reducing the number of work and road accidents and incidents which occur as a consequence of its undertakings. At Powertek Utilities we are committed to the belief that we must run our business in a socially ethical and responsible way.

Interested Parties

We recognise our responsibility for the people who work in our business and with whom we co-operate or who are affected by our services. We believe that all interested parties and people whose work contributes to our success should not be deprived of their basic human rights, nor be forced to suffer physically or mentally from their work in any way.

Powertek Utilities has detailed policies, processes and procedures in place to ensure safe working practices are in place to protect all interested parties

Employees

We treat our employees with respect, ensure that their fundamental human rights are upheld, treat them fairly and make our position clear through our individual operating procedures.

We will take action to prevent discrimination in accordance with the Powertek Utilities Equal Employment Opportunities Policy and our procedures have been developed to eliminate harassment. Any identified instances of harassment and/or discrimination will be dealt with using the company's disciplinary procedures.

We recruit employees on the basis of their ability and are committed to enhancing and developing our employees' skills. They are consulted on a regular basis to ensure that they have the opportunity to contribute their opinions, ideas and skills to the development of our business.

Health and Safety

Powertek Utilities has a detailed Health and Safety Policy and procedures in place to ensure safe working practices are in place for our teams.

Environment

Powertek Utilities has an Environmental Policy and procedures in place to ensure we care for and minimise the impact on the environment.

Ref:	Reviewer	Authoriser:	Last Review Date	Next Review Date	Rev	Page
8 - Corporate Social Responsibility Policy	MM	SJH	01/2023	01/2024	12	Page 1 of 5

CORPORATE SOCIAL RESPONSIBILITY POLICY

Sustainability

Because our services or installations may incorporate raw materials, chemicals and resources such as metals and plastics which are becoming increasingly damaging and scarce, we ensure that these resources and materials are used in such a way that waste is minimised, re-used on site wherever possible and recycling is maximised.

As a carbon-conscious company, we are committed to comply with and exceed where practicable all applicable legislation, regulations and codes of practice and we have developed procedures which ensure that everyone in the company understands their role.

We are aware of the threats to species extinction and biodiversity and are committed to ensuring that our activities do not pose a threat to natural habitats.

Our staff are encouraged to contribute with suggestions for improving our carbon emission performance. This is under constant review with steps taken to improve performance on an ongoing basis.

We have an Environmental Policy which covers the methods which are used to minimise the environmental impacts of our work.

Staffing

Powertek Utilities operates fair and equitable employment practices in accordance with the company's Equal Employment Opportunities Policy and does not discriminate on the basis of ethnic origin, religion, gender, age, marital status, political belief, sexuality, nationality, disability, responsibility for dependents or employment status.

We are open to providing "second chances" to our staff through our Disciplinary Procedures and supporting new employees to develop in their new roles.

Although we do not have trade unions operating within the company, the Company is open to staff joining a trade union and shall consider collective bargaining, if requested.

We always value input from staff on our procedures and practices and work closely with the team to ensure high standards of welfare, quality and competence for our team.

Working Hours, Health & Fatigue Management

We will ensure that our employees are not fatigued and have fair and safe working hours and will monitor this information to ensure that working hours remain within safe and agreed, contractual hours for each employee at all times.

Powertek Utilities operates a health surveillance programme with details included in a separate Occupational Health Policy.

Remuneration

All employees will receive remuneration which meets or exceeds statutory Living Wage requirements.

When applicable, any deductions to remuneration e.g., repayment of advance / loan, will be agreed mutually by both parties in advance of remuneration being due and paid and specifically, the Company shall not make any deduction in relation to outcomes from our Grievance and Disciplinary Procedures.

Ref:	Reviewer	Authoriser:	Last Review Date	Next Review Date	Rev	Page
8 - Corporate Social Responsibility Policy	MM	SJH	01/2023	01/2024	12	Page 2 of 5

CORPORATE SOCIAL RESPONSIBILITY POLICY

Suppliers

Many of the products which we purchase are specified by our customers, however, we must be confident that they have been produced under acceptable conditions. Powertek Utilities therefore liaises with suppliers to confirm that:

- staff are working in good conditions
- the supplier's workforce is not subject to exploitation
- there is no forced, bonded, involuntary or prison labour used
- workers are not discriminated against with regard to ethnic origin, religion, gender, age, marital status, political belief, sexuality, nationality, disability, responsibility for dependents or employment status.

We do not condone or accept child labour and we endeavour not to utilise suppliers whose employees under the age of 18 have to work at night or in conditions which could be construed as hazardous.

We expect our suppliers to pay fair wages, provide good working conditions and not to expect their staff to work excessively long hours.

Modern Slavery & Human Trafficking

Powertek Utilities will not itself deal in or deal with any business knowingly involved in slavery or human trafficking and will at all times work in accordance with The Modern Slavery Act 2015 and also by ensuring due diligence processes in the Company's supplier approval process with the controls in place subject to continual review and monitoring.

The Company will ensure that all employees are made aware of this policy and are required to report any incidences of suspected modern slavery or human trafficking that they become aware of internally or within the supply chain.

All Powertek employees will be made aware of the signs and key indicators of possible modern slavery as follows:

- Deception
- Restriction of Movement
- Abuse of vulnerability
- Withholding of wages
- Excessive overtime
- Abusive working/living conditions
- Retention of ID documents
- Physical or sexual violence
- Debt bondage
- Intimidation and threats
- Fear and anxiety
- Limited family or social contact

Where suspicions arise steps will be taken to report concerns. Where there are immediate concerns for a person's safety the Police should be contacted by dialing 999.

Ref:	Reviewer	Authoriser:	Last Review Date	Next Review Date	Rev	Page
8 - Corporate Social Responsibility Policy	MM	SJH	01/2023	01/2024	12	Page 3 of 5

CORPORATE SOCIAL RESPONSIBILITY POLICY

Counterfeit, Fraudulent and Suspect Items (CFSI)

Powertek Utilities recognises the potential and risk for CFSI in the supply chain and we have implemented measures to mitigate against CFSI. We take steps to ensure that our business partners share our ethical stance and by ensuring the due diligence processes in the Company's supplier approval process with the controls in place subject to continual review and monitoring.

The Company will ensure that all employees are made aware of this policy and are required to report any incidences of suspected CFSI that they become aware of internally or within the supply chain.

Business Partners

We take steps to ensure that our business partners share our ethical stance, and work with them to ensure that this is maintained. We are committed to maintaining mutual trust, respecting business principles and working with them to achieve ongoing improvements.

Customers

We believe that integrity in dealing with customers is a pre-requisite for our successful business. We value our customers and the trust they place in us. We are honest about the products and services that we provide and would never misrepresent information about these in any way. We are committed to safeguarding any information supplied to us by our customers and respect the confidentiality of such information. We also ensure that any intellectual property is appropriately protected.

Ethical Business Practice

Powertek Utilities does not engage in or tolerate any form of bribery or corruption. It is contrary to the Company's Corruption Management Policy for any employee or third party acting on behalf of Powertek Utilities to engage in any conduct which may constitute bribery or corruption.

Powertek Utilities respects all laws relevant to countering bribery and corruption, particularly laws that are directly relevant to specific or local business practices. It is the responsibility of every employee of Powertek to ensure that its business practices comply with all local requirements and appropriate legal advice should be sought as necessary.

Fair Trade

Where Fair Trade products are available that meet Powertek requirements it is company policy to evaluate and purchase these where these meet contract specification.

Sourcing with Human Dignity

Powertek Utilities' aspiration is that its supply base meets the core international ethical standards, as fully set out in our Sourcing with Human Dignity Policy. In summary, Powertek Utilities adheres to the standards set out in the United Nations Universal Declaration of Human Rights - "a common standard of achievement for all peoples and all nations" - and the International Labour Organisation Conventions.

Ref:	Reviewer	Authoriser:	Last Review Date	Next Review Date	Rev	Page
8 - Corporate Social Responsibility Policy	MM	SJH	01/2023	01/2024	12	Page 4 of 5

CORPORATE SOCIAL RESPONSIBILITY POLICY

Community Involvement

As an employer we are conscious that we must support our local community and we are committed to support local community involvement and local employment.

Legislation and Regulations

As an employer we are conscious that we must comply with all current Legislation and industry regulations, including but not restricted to relevant Health & Safety, customer standards and practices and by the “Data Protection Act 2018” amongst others. Powertek Utilities understands that individuals’ privacy is important to them and that they care about how their personal data is used. We respect and value the privacy of all of customers, employees, contractors, suppliers and other stakeholders. As such we will only collect and use personal data in ways that are described here, and in a way that is consistent with our obligations and individual’s rights under the law.

Communication

The content of the Company’s Corporate Responsibility Policy is communicated to all staff and is available to customers and third parties on request.

Disciplinary Practices

Powertek will conduct disciplinary practices in accordance with the Employment Act 2008 and a separate Grievance and Disciplinary Procedures is in place to cover any required disciplinary requirements.

Breach of this policy

Any breach of this policy will be treated as a potential disciplinary issue and dealt with through our disciplinary procedure.

Employees must report all suspected breaches of this policy to their manager.

The company is committed to continual improvement, monitoring, compliance with this policy and the constant improvement of policies, processes and procedures to improve performance and provide highest levels of customer satisfaction.

Signed on behalf of Powertek Utilities Ltd:



Steve Higgins

Managing Director

Date: 1 January 2023

Next Review Date: January 2024

Ref:	Reviewer	Authoriser:	Last Review Date	Next Review Date	Rev	Page
8 - Corporate Social Responsibility Policy	MM	SJH	01/2023	01/2024	12	Page 5 of 5