

# Policy on Corporate Social Responsibility



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## Document purpose and scope

This document sets out the Corporate Social Responsibility (CSR) Policy of JBA Group Limited and its subsidiary Operating Companies, collectively known as 'JBA'. It covers activities undertaken by the Group throughout all office locations and operations worldwide.

This document will be reviewed for continued suitability, will be communicated within the JBA Group and, if appropriate, made available to interested parties. The review interval for this document is 1 year.

## Aim

We understand that the way we run our business has the potential to affect society and our aim is for all companies within the JBA Group to operate as socially and environmentally responsible businesses that make a positive contribution to the local and global communities and environments in which we work.

As a financially stable, safety conscious and innovative family of businesses we aim to provide rewarding and enduring careers for our colleagues, to provide value and high-quality services to our clients and to develop mutually beneficial partnerships with our suppliers.

## Policy statement

JBA is committed to **The Ten Principles of the UN Global Compact** and acting responsibly in all aspects of the areas of human rights, labour, environment and anti-corruption. We strive to find a balance between the financial sustainability of JBA as a business and our wider responsibilities.

We actively support local communities and charities. We promote local skills and education by providing employment and placement opportunities for local people and disadvantaged people. We measure and report the social value we create and promote social value delivery and measurement to our clients and suppliers.

We take all reasonable measures to minimise the environmental impacts of our business and make sure our use of natural resources is sustainable and environmentally responsible. We recognise that we are in a climate and ecological emergency and are committed to taking meaningful action to minimise our climate impacts.

We maintain safe and welcoming working environments for all our colleagues and support the protection of human rights. We offer equal opportunities for all, actively encourage diversity

and inclusion, and protect staff health and wellbeing. Our colleagues have access to abundant support, learning and development throughout their career.

We recognise the important contribution our suppliers and partners make to the success of JBA. We aim to develop positive and lasting relationships and offer support to achieve the highest legal, ethical, and environmental standards. We champion the use of micro-businesses, small and medium-sized suppliers and local suppliers, recognising the benefits this provides to the communities in which we operate.

We comply with all legislation, standards, statutory and other obligations and best practices that are relevant to our activities and the jurisdictions in which we operate. We will seek to comply with client policies where required and reasonably possible to do so without conflicting with our own policies or other obligations.

## Responsibilities

The JBA Group Board is responsible for reviewing and approving the content and implementation of this policy and will help each Operating Company to apply this policy through appropriate procedures, guidance, and monitoring.

Overall compliance with the requirements of this policy is the responsibility of each Operating Company within the Group. The Managing Director of each Operating Company will oversee their company's adherence to this policy. Operating Company Directors and Management Teams are responsible for taking measures to promote this policy and help their staff to comply with its requirements.

All staff are required to comply with the policy requirements and share responsibility for our performance in implementing it.

Line managers are required to check that their staff are aware of this policy and any associated guidance.

## Implementation

We are committed to JBA having a positive impact on society and we actively support initiatives to promote colleague wellbeing, social value, and environmental sustainability.

### **Being a good employer**

We provide a healthy and safe working environment, support the wellbeing of our colleagues, and operate in accordance with our ISO 45001 certified health and safety management system.

We treat all employees fairly and with respect. We provide a working environment free from discrimination, bullying and harassment, and offer remuneration packages with equal pay and opportunities regardless of gender that reflect qualifications and experience. We pay all our permanent staff at or above the National Minimum/Living wage or its equivalent in the

countries in which we operate. We encourage our suppliers to do the same. We abhor the use of slave, illegal child or forced labour (including human trafficking) and record the actions we have taken to avoid this, either directly or through our supply chain, in our **Statement on Modern Slavery and Human Trafficking**.

### **Being a good partner**

We operate in an open and honest way with our colleagues, clients and suppliers. We seek to develop positive and lasting relationships, are focused on ensuring the safety and quality of our services and are committed to clear communication. We seek and respond to the opinions of our colleagues and clients.

Our contracts clearly set out the agreed terms and conditions and we encourage suppliers to adopt responsible business policies and practices. We pay our suppliers in a timely fashion and operate in accordance with the Prompt Payment Code. We manage our supply chain with accountability and encourage our suppliers to support our objectives and share our commitment to sustainability.

### **Supporting local communities**

We use our diverse and extensive project portfolio to achieve sustainable physical, social and environmental benefits for local communities. We recognise the social and environmental benefits of employing local people. We champion the use of local suppliers in the knowledge that this can make a positive contribution to the wellbeing of local communities.

### **Environmental responsibility**

We seek to protect the environment by operating in accordance with our ISO 14001 certified Environmental Management System. We intend to be a Net Zero carbon emissions business and support this ambition by working more efficiently, minimising our resource use and the environmental impacts of our resource use. We engage our staff, clients, and suppliers on these subjects and show leadership within our industries. We support our clients to reduce their environmental impacts and use our diverse project portfolio to deliver sustainable development.

### **Integrity**

We employ responsible and accountable business practices that encourage a culture of integrity and responsibility. We apply a zero-tolerance approach to acts of bid-rigging, mis-selling, bribery or corruption by any of our employees, business partners or agents working on our behalf.

### **Philanthropy**

We give financial and other support to the JBA Trust, which provides education, training, and sponsorship in environmental and community risk management. In collaboration with the JBA

Trust, we provide placements, apprenticeships, and other training opportunities. We hope this will continue to diversify the backgrounds of our colleagues. Through our work with the JBA Trust and more widely, we further our role as a STEM ambassador.

## Approval

This document was approved by the Board of JBA Group Limited on 16/02/2023.

A handwritten signature in black ink that reads 'Jeremy Ben'. The signature is written in a cursive style with a large, looping initial 'J'.

Executive Chair, JBA Group