

Corporate Social Responsibility Policy Statement

Advance TRS's approach to Corporate Social Responsibility (CSR) is based on our core values: honesty, integrity, quality, commitment and loyalty.

Advance TRS is committed to balancing the company's economic sustainability alongside its social and environmental accountabilities through responsible business practices. Our activities have an impact on the environment, our people, the communities in which we operate, our clients and supply chain, the people who occupy our buildings and broader society.

Under this policy we have developed a strategy to ensure that we minimise our impact by responsibly approaching our business aims, whilst responding to the concerns of our stakeholders and communities, in order to remain profitable and competitive.

This statement provides the basis for managing CSR and forms the starting point for developing and implementing our policies and procedures in each of these areas. Through dedicated policy statements, continual review or procedures and the ongoing assessment of risks and opportunities, we strive to grow a business that has CSR at the heart of its success.

People

Health and Safety

Health and safety is a key priority for our business. Advance TRS are committed to maintaining and continuously improving standards of occupational health and safety for all our employees and those affected by our activities. This extends to our external customers through regular communication and updates on welfare, wellbeing and overall performance of our own employees and the contract/temporary workers we provide on assignment. A copy of the Advance TRS Health and Safety Policy Statement is available on request.

Equality, Diversity and Inclusion

We are committed to providing an inclusive working environment where all employees are treated with courtesy, dignity and respect; where everyone feels valued irrespective of gender, ethnicity, sexual orientation, disability or age. This commitment is demonstrated in our working practices and recruitment activities, whereby we will ensure that our actions demonstrate an ongoing focus the key aspects of our Equality and Diversity Policy.

Training and Development

The success of our business is directly related to the continual investment we make in the development of our people. This can only be achieved through a commitment to attract, develop and retain. We aim to do this via our comprehensive training programme within our supportive environment that allows everyone to reach their full potential.

Welfare and Wellbeing

Advance TRS recognises its responsibility to its employees and those to whom we provide a service. We are committed to ensuring that everyone who comes into contact with Advance TRS or its employees can communicate freely regarding their welfare and wellbeing. We will regularly conduct reviews with our internal employees and external contract/temporary workers to discuss and understand how they are feeling, not just how they are performing. We also commit to having trained specialists on hand to discuss any mental health issues should the need arise.

Living Wage

We recognise as a business that the key to delivering a productive, loyal and committed workforce is to consistently monitor and deliver our Living Wage Policy. This is an essential commitment in respect of our

employees being able to provide for themselves and their families in line with government guidelines. We recognise the softer benefits that are associated with this policy whilst delivering our statutory obligations.

Our Clients

We will strive to develop long term relationships with our clients by delivering quality projects on time, safely, with due regard to the environment as well as developing sustainable solutions to meet their needs. It is essential to continually build on established business partnerships whilst demonstrating our commitment to quality through the further development of new ones. Advance TRS operate an open book policy on all our operational, financial and procedural activities. We fully understand our responsibility to the industry sectors we service and take pride in the knowledge base that we are able to share, on a collaborative basis, for the betterment of all involved.

Communities

Advance TRS considers its role in the local community to be an integral part of the business and we are proud of the community in which we both live and work.

We will continue to actively:

- Employ local people and utilise local suppliers
- Increase our involvement with local business and professional forums
- Engage as a company with local charities and events
- Volunteer to support the community wherever possible as a business or individuals

We are committed to ensuring that all people affected by our activities are communicated with to ensure that any inconvenience is minimised.

Supply Chain

Through the management of our supply chain, we look to continually develop our relationships to create improved trust between ourselves and our supply chain in order to deliver value for our clients and long term opportunities for our business.

Our commitment is that we will drive the same level of responsibility through our supply chain to ensure all aspects of health and safety, environmental sustainability and quality are transmitted to all our suppliers and subcontractors.

Environment

We will continue to take all reasonable steps to minimise the environmental impact of our operations and seek to educate and promote good environmental practices. A continuous improvement in waste management and consumption of materials practices is critical. We will continue to develop our approach in re-using materials and promoting recycling and the use of recycled materials.

We are taking the initial steps to monitor our carbon footprint by reviewing the measurement of Carbon Dioxide emissions that are easily quantified, including: Electricity usage, use/ method of transport and level of spend on recycling bags.

In order to develop improved efficiency with the above we need to promote innovation, which is essential for not only the development of our business, but for our clients, employees and the broader society.

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Managing Director

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