



# CORPORATE SOCIAL RESPONSIBILITY POLICY

## Policy Statement

The Briggs Group is committed to maintaining the highest standards of corporate social responsibility in our business activities and to:

- Promoting protection of the environment
- Supporting charities and local communities
- Promoting equal opportunities
- Ensuring safe and efficient working practices
- Working with suppliers who uphold similar values

## Environmental Issues

The Group are ISO 50001-accredited and dedicated to the optimisation of energy efficiency. A primary objective to minimise our carbon footprint and any negative impact we may have on the environment. We have committed:

- To meet or exceed the requirements of relevant legislative, regulatory, and environmental codes of practice
- To identify, reduce and dispose of waste arising from our operations in a manner that minimises harm to the environment and prevents pollution of land, air and water
- To reduce the consumption of energy and water and use renewable and/or recyclable resources wherever practicable
- To encourage our suppliers and subcontractors to implement good environmental practices and procedures that support our own objectives and targets
- To take responsibility for the maintenance and revision of our Health, Safety and Environmental Policy, which is reviewed on a regular basis

In addition:

- We use printing paper that is chlorine free and carries the FSC kite mark
- We recycle paper, cardboard, used printer cartridges and mobile phones
- We introduced e-payslips for employees in July 2016; this has reduced our carbon footprint, as well as printing and postal costs

## Charitable Giving

In all areas in which we operate, we are sensitive to the community's cultural, social, and economic needs and, where possible, assist in the development of local projects and support charitable causes.

We also support all employees who wish to raise money for charity and do this by contributing to fundraising activities and providing time off.



We work in partnership with selected registered charities – either at a corporate level or with charities in the local communities of our offices. These partnerships raise money for the charities and offer employees living locally the opportunity to work with them. We also sponsor a number of local sports teams.

## Equal Opportunities

Briggs is committed to a policy of equal opportunity and diversity in employment and recognises that this is essential to ensuring the success and growth of the organisation. To this end, Briggs makes every effort to select, recruit, train and promote the best candidates based on suitability for the job. We treat all employees and applicants fairly, regardless of race, sex, marital status, age, nationality, ethnic origin, religious belief, sexual orientation, or disability and ensure that no employee suffers harassment or intimidation (for further information, please refer to Briggs' Equal Opportunities and Diversity Policy).

Briggs recognises that our people are our greatest asset and key to the continued growth and success of our business. As such, we are committed to providing careers and working environments in which our people can achieve their full potential. In addition, Briggs is an accredited Living Wage Employer; paying a fair wage is not only the right thing to do, it also makes sense from a business point of view, ensuring that we continue to attract and retain the very best people.

Briggs is proud to have made the following commitments to its employees:

- To provide clear and fair terms of employment
- To provide clean, healthy, and safe working conditions
- To provide fair remuneration in line with the UK Living Wage
- To strive for equal opportunities for all present and potential employees
- To encourage employees to develop skills and progress in their careers
- To ensure that staff are aware of Briggs' policies on insider trading, bribery and inappropriate gifts, money laundering and whistle blowing
- To encourage a harmonious working environment with zero tolerance to bullying or any other form of harassment linked to an individual's sex or other personal characteristics

## Health, Safety and Welfare at Work

The health and safety, welfare and wellbeing of employees are of paramount importance to Briggs. It is our policy to create and continuously improve standards, leading to the avoidance and reduction of risks and ensuring that we comply with all health and safety legislation. A detailed Health, Safety, Quality, Environmental and Sustainability Policy statement is held at all branch premises and displayed on the notice boards.

Briggs makes every reasonable and practicable effort to provide safe and healthy working conditions in all our offices. It is the duty of all employees to exercise responsibility and to do everything they can to prevent injury to themselves and to others. The policy standards and procedures are communicated to employees through contracts of employment, staff handbooks, operating manuals, bulletins and notice boards and staff training as appropriate.



Employees throughout Briggs are eligible to a range of lifestyle and wellbeing benefits, including:

- Discounted health and wellbeing initiatives, such as gym memberships
- Cycle to Work Scheme
- Employee Assistance Programme
- Tech Scheme

Briggs is committed to ensuring the integrity and security of business information with particular attention given to personal and sensitive data where inappropriate use or inadequate maintenance and safeguarding could have serious repercussions. Briggs' policies and procedures are based on the requirement for a secure operating environment, an assessment of the risks that Briggs faces and relevant legal and best-practice requirements. We recently achieved Cyber Essentials accreditation in our major business operating divisions.

Responsibility for information security sits with the local management teams with appropriate training and support provided. The Group Information Technology Manager is responsible for the strategic management of information security, including risk management, together with the implementation and enforcement of the Information Security Policy.

## Suppliers

At Briggs, we seek to be honest and fair in our relationships with suppliers and subcontractors and take into account the interests of all stakeholders (including our employees, clients, and suppliers as well as the local community and the environment in which we operate).

Briggs is a major player in the UK marine services sector and adhering to the highest standards of integrity, personal conduct, ethics, and fairness is vitally important; our reputation is one of our key assets.

Responsibility for compliance with Briggs' Corporate Social Responsibility policy and standards lies with the Chief Executive, Group Managing Director, Directors and Managers and their staff.

## Direction of Queries

Any additional item relating to the Policy and/or procedures not expressly covered in this document should be referred in writing to the Marketing Department in the first instance.



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