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Environmental & Sustainability Policy Statement

Introduction

Ian Firth Hardware Limited has a responsibility to minimise our impact on society and the natural environment when we procure, fabricate and distribute our Doors, Doorsets, Ironmongery and Associated Building Products.

We work closely with our employees, customers and suppliers with regards to sustainability and corporate social responsibility and engage in dialogue with our partners and those who are affected by our activities. We commit to working with all of our partners in a fair and ethical manner and commit to working in accordance with CIPS Code of Conduct & Ethics.

We strive to balance short and long term interests, and to make economic, environmental and social considerations integral to our decision-making.

We are committed to being a responsible business. This means conducting our activities according to rigorous ethical, professional and legal standards for which we have developed and implemented an Integrated Management System to satisfy the requirements of ISO 9001:2015, ISO 14001:2015, BSi Kitemark, FSC/PEFC and any relevant legal, regulatory requirements and approved codes of practice.

We will not condone corruption, bribery or unfair competition.

This policy statement supersedes previous separate policies covering Environmental, FSC Core Labour, CSP, Ethics and Equal Opportunities. The following three sections form part of this policy statement:

- 1. Society: adding value for customers, employees, business partners and the community
(Supporting UN-SDG's 1, 2, 3, 4, 5, 6, 10, 11 & 16)**
- 2. Environment: we recognise our responsibility to future generations
(Supporting UN-SDG's 12 & 13 & 15)**
- 3. Economic: creating economic value
(Supporting UN-SDG's 8, 9 & 17)**

Targets and objectives, which support our commitments noted in this and our other Policies, are set annually as part of our management review process and are communicated to all personnel and measured and reviewed as necessary.

This policy is also available to interested parties via our website www.ianfirth.co.uk or any specific enquiries can be directed to our Managing Director at the above address.

Amanda M Haley
Managing Director

1. Society: adding value for customers, employees, business partners and the community (Supporting UN-SDG's 1, 2, 3, 4, 5, 6, 10, 11 & 16)



Customers: We strive to exceed client expectations

We work in partnership with our customers to deliver good quality products on time, safely and with due regard to the environment. We aim to be open and honest with regards to the products and services we can offer to customers and will avoid pressure selling techniques. We will listen to customers so that we can improve the products and services we offer them. We accept that occasionally the service we offer may not be to a high standard, but will accept when things have gone wrong and deal with the matter promptly. See also our Quality Policy IFH/DOC/02.

Community: We promote good community relations

By its very nature, our activities have an impact upon the local environment, end users and the wider community. We take a proactive stance in minimising disruption to our neighbours, and seek to make a positive contribution to the local community by including the preferred use of local labour and services and supporting local initiatives i.e. foodbanks, community projects etc.

Education: We act as an ambassador for the house building industry

We encourage young people to consider a career in our industry and highlight opportunities such as apprenticeships, graduate mentorships and offering work experience placements to students from local schools and colleges.

Employees: We are committed towards our employees

We create a safe and inspiring workplace environment for all our employees enabling them to develop their skill set and contribute to the growth of our business. The commitments to our people are as follows:

- **Health and safety** – Health and safety is our top priority. We are committed to continually improving the health and safety of our employees, subcontractors and those affected by our activities.
- **Equality and diversity** – We provide an inclusive working environment where everyone feels valued and respected. We are committed to equal opportunities, and ensuring that we do not discriminate against anyone on the grounds of gender, marital status, race, colour, ethnicity, religion, sexual orientation, disability or age. No member of staff will be victimised or subjected to bullying, sexual or racial harassment or any conduct that creates an intimidating work environment. Racist and sexist language and behaviour is unacceptable and will not be tolerated. Any worker who has a grievance in regard to equality of opportunity has the freedom to seek resolution using the company grievance procedure.
- **Learning and development** – We promote a learning culture and provide opportunities to equip our employees with the skills and knowledge they need to run our business successfully and to extend their personal development.

Supply Chain: We procure responsibly

We treat our supply chain partners fairly and responsibly. We work with our subcontractors and suppliers to ensure they operate in a safe and responsible way, environmentally, socially and ethically. All suppliers are expected to comply with our Human Rights and Modern Slavery Policy DOC/HRP.

Of prime importance to us is the responsible purchasing of timber based products, and where practical we only use certified and/or material sourced from sustainable forestation, and never from illegal sources, preferably covered by Chain of Custody management system FSC/PEFC and also the Convention on International Trade in Endangered Species (CITES).

We ensure due diligence in line with our PEFC obligations including:

- All products sold as PEFC Certified will be sourced as PEFC Certified and verified as such on receipt
- Suppliers of PEFC products will be asked to provide information on the origin and species of their products, if required.
- As products are PEFC Certified, risk assessments will not be required.
- Where substantiated concerns are received from third parties, concerning supplier compliance with legal requirements and other aspects of controversial sources, they are promptly investigated and, if validated, will result in (re-)assessment of the risks associated with the relevant supplies.
- Where substantiated concerns are about material originally excluded from risk assessment, they will undergo a risk assessment according to the requirements of clause 5.3 of the 'F' CoC standard.

We shall apply, in all our operations and facilities, the FSC Core Labour Requirements, give due consideration to the rights and obligations established by national law and shall:

- not use child labour (anyone under 18 years of age)
- eliminate all forms of forced and compulsory labour
- ensure that there is no discrimination in employment and occupation
- respect freedom of association and the effective right to collective bargaining.

Under the FSC-STD-40-004 Chain of Custody Certification, we have adopted and implemented our Core Labour Policy which encompasses the FSC Core Labour Requirements and will maintain an up-to-date self-assessment. This self-assessment will describe how Ian Firth Hardware Limited applies the FSC Core Labour requirements to our operations.

We at Ian Firth Hardware Limited put forth a commitment to cooperate according to this policy and our senior management are strongly committed and have endorsed this policy. This policy shall be reviewed annually and be made available stakeholders, Ian Firth Hardware Limited workers, FSC accredited certification body and other interested parties as appropriate.

Industry: We take part in influencing the future

The company continues to be active members of trade associations relevant to our products and will work alongside our competitors when the industry sector as a whole needs to influence legislation, policy and standards for the benefit of the industry as a whole not for individual company gain.

2. Environment: we recognise our responsibility to future generations (Supporting UN-SDG's 12 & 13 & 15)



Energy: We strive to reduce our climate change impact

We aim to improve our energy efficiency and reduce our CO2 emissions via our carbon reduction programme including where possible transitioning towards electric vehicles.

Resources: We will improve resource efficiency

We believe in reducing the supply of natural resources used in the delivery of our products. We collaborate with our clients and supply chain to use alternative materials and methods to optimise the use of raw materials where possible. We also promote a circular economy approach and implement measures to recycle and minimise waste.

Environment: We will limit our environmental impact

We commit to take all reasonable measures to ensure that our activities are conducted in a way that minimises our impact on the environment, protects the environment and prevents pollution. We promote good environmental practice and maintain an ISO 14001 Certified Environmental Management System which we commit to the continual improvement of in order to enhance our environmental performance.

3. Economic: creating economic value (Supporting UN-SDG's 8, 9 & 17)



Innovation: We innovate to identify balanced sustainable solutions

Innovation is essential for our company's success. Together with our partners in the value chain we will aim to provide sustainable solutions that balance economic, environmental and social interests. This approach ensures that we use resources and materials efficiently and deliver value to our customers.

Prosperity: We believe that sustainability leads to economic prosperity

We aim to create value for our shareholders and society by operating both profitably and sustainably. We believe that by applying these principles we create value for our shareholders, customers and employees.