

## **Corporate Social Responsibility**

Cornwallis Elt believes that a commitment to a strong Corporate Social Responsibility programme is the duty of any business, large or small. As part of our broader company values, we ensure our CSR policy is reviewed bi-annually at Board level with a view to improving and expanding the policy as the business grows and trying to measure its effectiveness. We also work closely with our clients to make sure that we are meeting their CSR standards and providing whatever information is required to satisfy their own reporting.

## **Workplace**

At Cornwallis Elt we understand that our business is dependent upon our employees, from client facing Consultants through to back office support staff and it is our aim to provide a professional, supportive workplace and environment from the outset.

We therefore aim to acquire, retain and motivate high calibre individuals in line with our equal opportunities and diversity policies. After an in-depth recruitment process, performance is subsequently monitored and measured with the use of regular reviews and the company's appraisal system. We offer a full programme of training which is maintained throughout the development of all of our employees.

We recognise the value of a positive work life balance and have a flexible approach to office working hours and the provision of home I.T access. We hold regular social events and larger team building / company events to promote a good team ethos and to help motivate employees.

## **Equal Opportunities**

The company operates a policy which aims to promote the equality of opportunity at Cornwallis Elt. It is our policy to provide employment equality to all, irrespective of gender, marital or civil partnership status, having or not having dependants, religious belief or political opinion, race and ethnicity, disability, sexual orientation or age.

All employees, job applicants, temporary staff and others who work for or with the company will be treated fairly and not discriminated against on any of the above

grounds. Decisions regarding the recruitment and selection, promotion, training, remuneration and other benefits will be made objectively and without unlawful discrimination.

## **Health and Safety**

We ensure that all staff are made fully aware of the company's Health and Safety policy, which is introduced to new staff on the first day of induction. We constantly maintain a sufficient number of available first aiders, offering training where necessary, and have a number of fire marshals on site.

## **Environment**

Cornwallis Elt fully understands the need to protect the environment and we continuously strive to reduce our environmental footprint in every way we can. We are committed to recycling office waste, such as paper and printer toners, and conserve the use of energy wherever possible.

We always endeavour to apply ethical criteria when purchasing goods and services. We make every effort to comply with government legislation regarding environmental impact, ensure that our suppliers promote social and environmental responsibility and consider the environmental, social and financial costs of any products or services we require.

## **Community**

Cornwallis Elt has supported and continues to support a wide number of charities since our inception, either through company run events or individual employee activities. Such charities include Sense International, Cancer Research, Genetic Disorders UK and Macmillan Cancer Support. In addition to this, the company continues to sponsor Baldock Town Youth FC.