

Corporate Social Responsibility Policy

Schematic Industries is committed to our Corporate Social Responsibility program and its constant improvement, working with our stakeholders to improve the quality of life in the local and wider communities.

This policy defines the basic principles, ethics and values that guide Schematic in its business conduct. We consider it critical that we work in accordance with these values to maintain our reputation and our relationship of trust with our workforce, customers, suppliers, and the community.

Our CSR program Aims are;

- To ensure the Health, Safety and Welfare of all employees, sub-contractors and members of the public who may be affected by our work activities;
- To training and develop of all our employees, ensuring that they have the right skills to match their work-based responsibilities and aspirations;
- To constantly improve our Environmental and Waste management performance;
- To engage the company and encourage our employees, in charitable and socially responsible activities both within and outside the work environment.
- To improve community relations;

To achieve these aims Schematic Industries will endeavor to:-

BUSINESS ETHICS & VALUES

We will conduct our business legally, honourably and ethically. At all times we will:

- Trade and compete fairly never obtaining or maintaining business through illegal conduct;
- Not tolerate any employee of the company offering, soliciting or receiving any form of bribe or inducement;
- Report financial information in a complete, accurate, honest and timely manner;
- Treat our customers, suppliers and stakeholders as we would want to be treated ourselves.

COMMUNITY

We recognise that its activities have a direct and indirect impact on the communities in which we work. We will minimize that impact by adopting the following behaviours:

- Strive to be a good neighbor and foster and develop relations with local communities and schools;
- Engage in a constructive dialogue and wherever possible work in partnership with the community;
- Work with the local community to develop skills, education and training;
- Respect and acknowledge local cultural and religious needs;
- Respond promptly to enquiries from interested parties and provide relevant information regarding our activities

CHARITY & SOCIAL

We will engage in support for local and national charitable activities, including those undertaken by its employees.



Schematic Industries Pvt. Ltd.

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HEALTH AND SAFETY

We are committed to providing a safe working environment for our employees, visitors and contractors and will:

- Guarantee that health and safety is the prime consideration in any activity undertaken;
- Promote and maintain policies on health & safety which will ensure best practices and a philosophy of continuous improvement;
- Strive towards attaining OHSAS 18001: Occupational Health & Safety accreditation
- Maintain quality assurance accreditation to ISO 9001:2008
- Ensure that all employees are competent & adequately trained in the tasks that they are responsible for;
- Measure, review, monitor and manage our Health & Safety Key Performance Indicators

ENVIRONMENT

We recognise that in society today, environmental issues are of concern to its customers, suppliers, employees and the community as a whole, and will work in partnership with them, industry and the regulatory authorities to improve the quality of life in general. To enable us to achieve our goal we will:

- Promote and maintain policies on the environment which will ensure best practices and a philosophy of continuous improvement;
- Strive to operate an environmental management system and gain accreditation to ISO 14001;
- Seek to reduce waste through recycling;
- Actively reduce pollution produced during our business processes
- Actively seek to reduce energy and water consumption with the company and embrace Green forms of Electricity generation, including the use of Solar Panels.
- Actively seek to efficiently manage the use oils, coolant and machine tool lubrication
- Encourage suppliers and sub-contractors to adopt good socially responsible practices;

PEOPLE & DIVERSITY

We aim to be the employer of choice in our type of business. To meet this aim we will:

- Provide a safe and enjoyable place to work;
- Strive towards attaining systems & practices aligned with the UK's nationally recognised Investor In People (IIP) accolade.
- Treat employees honestly and fairly, ensuring that dignity at work and mutual respect are enshrined in our working practices and the way we behave towards each other;
- Encourage personal development and provide appropriate and comprehensive training;
- Maintain clear disciplinary and grievance procedures;
- Promote and encourage consultation and the involvement of employees in the determination and direction of our working practices
- Ensure our policy on equal opportunities is rigorously implemented at all levels within the company;
- Tolerate no discrimination on the on the basis of colour, gender, sexual orientation, marital status, age, disability, race, nationality, ethnic origin, religion or social background.

SUPPLIERS

We aim to get the highest quality of product, service and value from our supply chain while encouraging our suppliers to abide by the principles of our policy on corporate ethics. To ensure that this is the case we will:

- Promote strategic partnerships with our major suppliers and subcontractors;
- Assess critical suppliers and subcontractors, monitor their performance and provide constructive feedback to encourage optimum performance;
- Ensure prompt payment of supplied goods/services in line with contractual arrangements.
- Where possible, seek to use small businesses in our supply chain that reflect the diversity of the community



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CUSTOMERS

We aim to be the supplier of choice in our type of business and a desire to prove that we can provide the best service and the best finished product at a competitive price in order to help our customers attain their aspirations. In order to build relationships of trust and confidence we will:

- Promote, maintain and communicate our customer service policy
- Maintain quality assurance accreditation to the latest ISO 9001 standard;
- Communicate with customers providing them with and listen to their views;
- Adapt and change to meet the demands of the working arrangement;
- Work openly and honestly with the client and other groups participating in the arrangement

The cooperation and involvement of Schematic employees and contractors at all levels is essential for the effective implementation of this policy. Every employee and contractor has an obligation to take reasonable care for their own safety and the safety of the people who may be affected by their acts or omissions, as well as safeguarding the environment and wider society that could also be affected by their acts or omissions.

Shreepad Hedge

Managing Director – Schematic Industries (India)



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