**Policy Statement 2023**

B&T Plant Hire Limited aspires to be a good corporate citizen. Through its Directors, Managers and through its people, the company is committed to promoting protection of the environment; supporting charities and local communities; promoting equal opportunities; ensuring safe and efficient working practices and working with suppliers who uphold similar values.

**People**

B&T Plant Hire Limited recognises that our people are our greatest asset and are key to continued growth and success and as such, we are committed to providing careers and working environments in which our people can aspire to achieve their full potential.

The company has a commitment to keeping employees informed of its affairs through varying circulars and regular worker engagement meetings. Employees can access the Company’s computer systems to obtain general information on the various activities within the business. Employees are encouraged to discuss operational issues with their line management and to suggest ways to improve performance and efficiency.

Apprenticeship and graduate recruitment schemes have now been introduced into the business, alongside industry recognised and accredited training for all staff within our business operations.

Sponsorship to achieve recognised professional qualifications that are relevant to our sector have also been endorsed in going forward.

**The Company**

* Provides clear and fair terms of employment for its employees
* Provides clean, healthy, and safe working conditions
* Has a fair remuneration policy
* Strives for equal opportunities for all present and potential employees
* Encourages employees to develop skills and progress in their careers
* Does not employ underage staff
* Ensures that staff are aware of the company policies on insider trading, bribery and inappropriate gifts, money laundering and whistle blowing
* Encourages a harmonious working environment with zero tolerance to bullying or to any form of harassment linked to an individual’s sex or other personal characteristics.

**Equal Opportunities**

B&T plant Hire Limited 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, the company makes every effort to select, recruit, train and promote the best candidates based on suitability for the job; to treat all employees and applicants fairly, regardless of race, sex, marital status, age, nationality, ethnic origin, religious belief, sexual orientation, or disability; and to ensure that no employee suffers harassment or intimidation.

**Disabled Employees**

It is the policy of B&T Plant Hire Limited to provide employment and to make reasonable adjustment to accommodate disabled persons wherever business requirements will allow and if applications for employment are received from suitable individuals. Should an existing employee become disabled, every reasonable effort will be made to ensure that their employment with the company can continue on a worthwhile basis and that career opportunities are available to them.

**Health, Safety and Welfare at Work**

The health and safety, welfare and wellbeing of all employees is of paramount importance to B&T Plant Hire Limited. It is the policy of the company to continually strive for improvements in the standards of Health and Safety, which will lead to the avoidance and reduction of risks and to ensure that the company complies with its own policies and procedures for implementing current Health and Safety legislation. A detailed Health and Safety Policy Statement is held at all B&T Plant Hire Limited business premises and displayed on the notice boards.

B&T Plant Hire Limited is supported by an integral dedicated Health & Safety Department, all of who are professionally qualified. A Health and Safety steering committee meets on a regular basis to review activity and policy in this area. The Health and Safety Managers continually report to the Head of Health & Safety on issues relating to the health, safety, and welfare of all employees. These reports are reviewed by the Board of Directors where upon reviews are undertaken and suitable enhancements or improvements are made.

B&T Plant Hire Limited makes every reasonable and practicable effort to provide safe and healthy working conditions in all its offices, workshops, depots, and construction sites. 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, employee handbooks, operating manuals, bulletins, alerts, worker engagement, notice boards and staff training as appropriate.

Employees throughout B&T Plant Hire Limited are eligible to participate in a range of lifestyle and wellbeing benefits, including:

* Health and Wellbeing initiatives;
* Medical Health Screening;

**Information Security**

B&T Plant Hire Limited is committed to ensuring the integrity and security of its business information with particular attention given to personal and sensitive data where inappropriate use or inadequate maintenance and safeguarding could have serious repercussions. The policies and procedures are based on its requirements for a secure operating environment, an assessment of the risks that the Company faces and relevant legal and best‐practice requirements. Responsibility for information security sits with the local management teams with appropriate training and support provided.

**Environmental Issues**

Environmental savings make good business sense. Our primary objective is to minimise our carbon footprint and any negative impact our operations may have on the environment. The company is committed to the following:

* 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 which support our own objectives and targets
* To take responsibility for the maintenance and revision of our environmental policy, which is reviewed on a regular basis, in order to set environmental objectives and targets for continuous improvement, as we recognise the need for sustainable development.

**In addition:**

* The company uses printing paper which is chlorine free and carries the FSC kite mark and which is compliant with ISO 9001:2008, ISO 14001:2004.

The following other initiatives are in place:

* Recycling of all paper, cardboard, and related materials.
* Employees are encouraged to dispose of all paper waste in secure bins, 100% of which is recycled

**Charitable Giving**

The OHOB Group of Companies (B&T Plant Hire Limited part of) provides support to the Berkeley Foundation Scheme and other external charitable orgainsations

Stakeholders

While the company is accountable to investors, it takes into account the interest of all its stakeholders including our employees, our customers, and our suppliers, as well as the local community and the environment in which we operate. B&T Plant Hire Limited’s reputation is one of its key assets and as a major player in the private construction services sector, adhering to the highest standards of integrity, personal conduct, ethics, and fairness is deemed to be of vital importance.

**Our Customers & Clients**

B&T Plant Hire Limited seeks to:

* be honest and fair in our relationships with its customers and Clients
* provides the standards of product and service that have been agreed
* take all reasonable steps to ensure the safety and quality of products or services that it produces
* subscribe to industry Codes of Best Practice.
* accountable to its investors
* communicates to investors all matters that are material to an understanding of the future prospects of the organisation
* protect investors funds, manage risks, and ensure funds are used as agreed.

**Local Communities**

B&T Plant Hire Limited aims to:

* make the communities in which we work, better places to live and do business
* be sensitive to the local community’s cultural, social, and economic needs
* use all endeavours to protect and preserve the environment wherever the company operates
* encourage its sister businesses to support causes within their local communities.

examples include:‐

* sponsorship of local training centres

**Industry Participation**

B&T Plant Hire Limited will continue to:

* engage in consultation with Government / industry Regulators
* engage with relevant trade bodies on issues affecting the construction plant industry
* engage with reputable research bodies
* provide support to public bodies, including, local councils, planning authorities, professional institutes etc.