



Corporate social responsibility (CSR) policy

Introduction

At **Woodville Recycling Limited**, we understand the significance of conducting our business in a socially responsible manner. Our Corporate Social Responsibility (CSR) policy reflects our dedication to upholding ethical values, ensuring the well-being of our employees, protecting the environment, and fostering positive community relationships.

Ethical business practices

Integrity is the cornerstone of our business. We are committed to operating within a framework of strict legal, professional, and ethical guidelines. Every action we take is in pursuit of transparency, trust, and responsibility in our dealings with all stakeholders.

Employee well-being and development

At the heart of our organisation are our people. We aim to create a fair, diverse, and supportive working environment that encourages career growth and personal development. We value the contributions of our employees and provide opportunities for them to advance based on their performance and the needs of the business.

Customer and supplier relationships

We believe that building strong, trustworthy relationships with both our customers and suppliers is key to our success. Our goal is to maintain professionalism, efficiency, and integrity in all interactions. For our suppliers, we view them as partners in our journey toward sustainable business practices and work closely with them to uphold high standards across the supply chain.

Safety and well-being in the workplace

The health and safety of our employees is a top priority. We are dedicated to creating a safe working environment by continually monitoring and improving our health and safety practices. Our goal is to ensure that all workplaces are fit for purpose, safe, and designed to support the physical and mental well-being of our team.

Community engagement and social impact

We take pride in being an active, responsible member of the communities in which we operate. We are committed to contributing positively by supporting local initiatives, engaging in



community partnerships, and striving to make a meaningful difference in the areas where our business has a presence.

Environmental commitment

As a business in the recycling industry, we are particularly focused on reducing our environmental footprint. We are dedicated to promoting sustainability and environmental responsibility in all aspects of our operations.

Our key initiatives include:

- **Recycling and resource conservation:** We actively recycle materials such as paper, cardboard, plastics, glass, tin, and aluminium.
 - **Toner and office equipment reuse:** We return used toner cartridges for reuse and support charity recycling programmes. Our office policy includes reducing printing, reusing materials for internal use, and minimising paper waste through digital solutions.
 - **Extending equipment life:** We have adopted a minimal equipment replacement strategy. Where possible, we extend the lifespan of computers and other office machinery, repurposing older equipment for spare parts or reuse.
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Employee awareness and engagement

We believe that every employee plays a role in upholding our CSR goals. We ensure that each team member understands our policies and is committed to putting them into action. This shared responsibility is critical to maintaining the high standards we set for ourselves as a responsible company.

Compliance and continuous improvement

Compliance with environmental laws and regulations is fundamental to our CSR efforts. We regularly monitor our performance, ensuring we stay aligned with government guidelines, and we are committed to continuously reviewing and improving our policies to reflect best practices in environmental sustainability and corporate responsibility.

Looking forward

Our CSR policy is more than just a statement; it is a living document that guides our daily actions. At **Woodville Recycling Limited**, we are dedicated to continually refining and improving our approach to corporate responsibility as we grow and evolve.