



Management Systems
Manual
Corporate Social Responsibility
Policy & procedure
Level 1 Manual

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Corporate Social Responsibility Policy Statement

It is the aim of Trans Data Management Ltd to achieve clear and definite standards of ethical behaviour throughout all areas of business. Trans Data Management Ltd takes responsibility for creating wider benefits both within and around our business and endeavour to make our impact a positive one, which improves the lives of others and reduces the risk of harm to people and the environment.

Business Conduct: As a business, we focus on maintaining a strong and competent service, treating clients as mutual partners and working with sub-contractors, suppliers and our workforce fairly and ethically. Trans Data Management Ltd reputation dictates a high level of quality, robust management systems and safe working environments. It is our goal to safely complete all projects on time, within budget and to the required quality. We operate a quality management system that is fully compliant with BS EN ISO 9001:2015, which is linked to the group business strategy and key performance indicators (KPIs)

Supply Chain Management: Trans Data Management Ltd only employs suppliers and sub-contractors whose ethics and values are aligned to that of our own. We will maintain strong working relationships and standards by consistently meeting agreed payment terms and evaluating services provided. Early novation of each project management team, suppliers and sub-contractors guarantees clients that we operate with a common goal and a shared vision from the onset.

Client Satisfaction: Through excellent planning, employing quality people, and a commitment to innovation and value engineering we understand, meet and exceed the needs and expectations of our clients and stakeholders. A dedicated after care team will ensure all clients are supported at the time of practical completion and beyond.

Safety, Health and Environment: We are committed to planning and executing all operations in a manner that safeguards the health, welfare and safety of all employees, supply chain, clients, the public and end users. Trans Data Management Ltd advocate a behavioural safety and worker engagement approach to SHE. A change in safety culture through training seminars and incentive schemes results in every worker becoming responsible for SHE in the workplace. We will continue to reduce our RIDDOR annually and work at all levels of the business to guarantee safety is our highest priority and strive to become an 'injury free workplace'. Trans Data Management Ltd operates a Health & Safety management system which conforms to ISO 45001:2018.

Environmental Impact: Trans Data Management Ltd will continue to look at reducing the impact we have on the environment as a result of our operations. Through innovation and a



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proactive attitude to waste and energy reduction we signed up to half the waste to landfill, have been assessed and accredited to ISO 14001:2015 and seek annually decrease our carbon emissions.

Sustainability: Trans Data Management Ltd strives toward finding new opportunities to work with clients and specialists in the development of pioneering and sustainable design within construction and management.

Training and Development: Trans Data Management Ltd recognises that people are our most valuable asset and their performance is the key to the quality of service we provide. Through investing in our recruitment, training and development of employees we will retain the best possible talent. We adopt best practice in HR and training and aim to be an employer of choice.

Community Engagement: We are fully committed to adding value to the communities within which we work. All our sites are registered with Considerate Constructors and we strive to excel the required level of compliance. Being a good neighbour means we actively interact with community groups and support educational initiatives. We foster local business relationships through sourcing local labour, equipment and materials where possible and will continue to champion community engagement throughout the industry.

Signed: - 

Date: - 18/01/2021

Chairman