

# Corporate and Social Responsibility Policy

Reviewed 1<sup>st</sup> September 2019

Next Review Date 1<sup>st</sup> September 2020

## Aspire Executive

### Corporate and Social Responsibility Policy



CSR is defined as the integration of business operations and values, whereby the interests of all stakeholders including investors, customers, employees, the community and the environment are reflected in all the company's policies and actions.

### Commitment and Aims

Aspire Executive are committed to:

- Continuous improvement in our Corporate and Social Responsibility (CSR) strategy by;
  - Encouraging our business partners to implement CSR
  - Continually improving our performance and meeting all applicable legislation;
  - Informing our staff to be mindful of the effect of their actions on non-renewable resources.
  - Introducing procedures to assist with implementing CSR
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- Procedure required to complement below sections are:
  - *Health and Safety Policy*
  - *Safer Recruitment Policy*
  - *Safeguarding Policy*
  - *Business Continuity Policy*
  - *General Data Protection Policy (GDPR)*
  - *Driver Code of Conduct*
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- The CSR policy is to make clear to all stakeholders what Aspire Executive mean by CSR and how Aspire Executive propose to work towards implementing and achieving CSR. The CSR policy applies throughout all activities of the company.
  - Aspire Executive recognise that CSR embraces all aspects of sustainable development and social issues which are of most relevance to Aspire Executive and decide at what stage this CSR policy could most effectively and legally be included.
  - Aspire Executive shall operate in a way that safeguards against unfair business practices.
  - Aspire Executive believe that a responsible approach to developing relationships between companies and communities they serve, is a vital part of delivering business success;

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- When carrying out our business, Aspire Executive will determine the environmental, social and economic issues;
- Aspire Executive will continually review all policies outlined above along with business practices to encourage engagement with business partners and to promote development.

## **Corporate Governance**

- Aspire Executive are committed to ensuring that our business is conducted in all respects according to rigorous ethical, professional and legal standards;
- All the laws that regulate and apply will be complied with;
- Aspire Executive endeavour to ensure the stakeholders have confidence in the decision making and management processes of the service provided, by the conduct and professionalism of all staff. Aspire Executive do this by continually reviewing our processes as well as training and developing our staff;
- All groups and individuals with whom Aspire Executive have a business relationship will be treated in a fair, open and respectful manner;
- Competition will be reasonable and based upon the quality, value and integrity of the services being supplied;
- Feedback on performance will be actively sought, and Aspire Executive will encourage customers to give feedback on our performance and ensure that all customer comments are analysed, responded to and where appropriate, acted upon;
- An action plan will be developed to ensure continuous improvement is achieved.

## **Environment**

- Aspire Executive objective is to endeavour to reduce the impact on the environment through a commitment to continual improvement;
- Aspire Executive will continue to work with our partners to reduce their impact on the environment;
- Aspire Executive will by applying responsible care to all activities, assess the environmental impact and report against these findings and report openly to all stakeholders.

## **Eco- Friendly**

- We know the impact our business can have on the environment, which is why, Aspire Executive strive to be as environmentally friendly as possible. We recycle, advise our clients to taxi share and a whole host of other initiatives such as actively encourage owner drivers to purchase modern environmentally friendly vehicles to keep our emissions to a minimum which

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they are paid an attractive consideration for. We also follow guidance from TFL to further improve our environmental efforts.



## Human Rights

- Aspire Executive aim to support and respect the protection of internationally proclaimed human rights
- All partners are actively encouraged to observe international human rights norms within their work
- Aspire Executive aim to eliminate discrimination based on any grounds and promote equality of opportunity in the transport logistics supply chain regardless of:
  - *Culture, race ethnicity*
  - *Disability*
  - *Religious or spiritual beliefs*
  - *Gender, including transgender*
  - *Intersex*
  - *Generational*
  - *Sexual orientation/sexual identity – lesbian, gay, bisexual, heterosexual*

## Sustainability

- A sustainable policy for procurement of services will be maintained that will set out the principles, policies and procedures within the company.

## Ethics and Ethical Trading

- Aspire Executive will ensure clear visibility through the supply chains to transport customers in the most efficient way possible;
- Training will be provided to relevant staff on environmental and social issues affecting the supply chains;
- Aspire Executive will ensure that partners uphold the workplace standards and behaviours consistent with the company's requirements;
- A documented environmental and social assessment will be undertaken for every new contracted partner;
- Aspire Executive are committed to ensuring that the welfare of staff meet or exceed recognised standards;
- Aspire executive hold regular meetings with partners to support these ideas.

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