

# ETHICAL WORKING POLICY

## Ethical working

NG Bailey designs, installs and maintains the engineering and IT services and systems that bring buildings to life.

As a family owned business, our heritage and values instil in all of our people a desire to make a positive contribution to society. Our main contributions are through better buildings and improved infrastructure, and by reducing our negative impacts on the environment.

This policy outlines the type of work we seek to do, the work we seek to avoid, and the reasons why.

However, we are human and can get it wrong. We are happy to engage with those who wish to challenge us constructively!

## Our work

We work across a number of sectors in the UK including Commercial property, Banking & Professional services, Health, Higher Education, Data centres, Rail, Energy and Manufacturing.

We will work on construction projects, and in finished buildings, wherever we see both an economic opportunity and an opportunity to make the UK a slightly better place to live. Typically this will be by making buildings perform better – in terms of their energy performance, occupier comfort and staff productivity.

We aim to live out our values of passion, integrity and excellence at all times.

What we will do	What we will not do
<ul style="list-style-type: none"> <li>We will undertake projects in civil nuclear power in the UK because we believe that such projects are necessary in order to de-carbonise our world. There is no realistic alternative to solving the greater problem of global climate change which threatens standards of living, and – for many – survival itself, throughout the world.</li> <li>We recognise the risk of nuclear accidents and waste. However we believe that standards of construction, operation and risk management in the UK are high enough to minimise the likelihood of serious accident.</li> <li>We will undertake projects involving scientific research into human disease which are approved in accordance with Home Office guidelines (currently Animals (Scientific Procedures) Act 1986). Cancer is the single biggest killer in Europe and we believe that properly organised research will make life better overall.</li> </ul>	<ul style="list-style-type: none"> <li>We will not build coal-fired power generation plants where there is no capture and storage of CO<sub>2</sub> gases or alternative technology to reduce very substantially the carbon intensity of electricity generated from coal.</li> <li>We will not undertake projects involving testing on live animals where the benefit is cosmetic, i.e. for human comfort not human need.</li> <li>We will not compel our staff to work on any of our projects in contravention of their own personal beliefs.</li> </ul>

## Our methods and impacts

We recognise that the business world has sometimes been unconcerned about the ethics of its methods, and the impacts its drive for profit can have on employees, the environment and society at large.

What we will do	What we will not do
<ul style="list-style-type: none"> <li>We value our integrity and will only work by honest and legitimate methods. This includes how we win work, manage it and report on it.</li> <li>We will aim to lead our sector in our efforts to reduce our negative environmental impacts, especially greenhouse gases, water consumption and waste to landfill. We will strive to improve. We will learn how to use recycled materials economically. We will publish our performance. We will be open to constructive suggestions for improvement.</li> </ul>	<ul style="list-style-type: none"> <li>We will not engage in bribery and corruption in either our selling or our purchasing activities. Our Code of Integrity sets out our standards clearly.</li> </ul>

## Our people

We aim to recruit, train and retain the best people in our industry. We value them for their technical and managerial skills, and even more for their attitude and performance – the passion of our teams, the integrity of each individual in them, and the excellence they deliver.

What we will do	What we will not do
<ul style="list-style-type: none"> <li>The safety of our people, our work partners and of the public at large is our first priority at work.</li> <li>We will continue to train both new apprentices and existing staff for their benefit and ours, in order to have the best trained workforce in our industry.</li> <li>We will strive to be fair in all our people decisions including recruitment, performance assessment and retention.</li> <li>We will listen to grievances, and have a formal grievance procedure, which is independent, thorough and fair.</li> </ul>	<ul style="list-style-type: none"> <li>We will not be guided by irrelevant issues in recruitment, performance assessment and retention decisions such as age, sex, sexual orientation, ethnic origin, religious belief or disability.</li> <li>We will not let short-term thinking about training costs remove from us, our industry and the wider society the long-term benefits of training our people in valuable life skills.</li> </ul>

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