



IKM Network Communications Ltd –Corporate Responsibility Policy

The board and management of IKM Network Communications Limited are committed to Corporate Responsibility and the need to take proper account of our impact on the environment, the welfare and morale of our staff and the satisfaction of our clients. We have a duty to all of our staff to consider all social and environmental issues that could affect our business.

Health and Safety

Health and Safety is a key issue for the organisation. We are committed to ensuring the health and safety of our employees, clients and visitors to our premises. Our in house H&S committee meet on a quarterly basis to discuss all aspects of the Health and Safety Policy and procedures.

IKM have:-

- Provided IOSH Supervising Safely training to 10 x Supervisors
- Had only 1 x reportable RIDDOR accident
- Reviewed and updated our toolbox talk portfolio
- Continually assessed, maintained, monitored and improved safety performance throughout the company

Employee Involvement and Working Environment

The importance of good relations and communications with employees is fundamental to the continued success of the business. The Managing Director has overall responsibility for Human Resource matters and reports to the board on a regular basis.

IKM currently employ around 100 people across the business and recognise the key contribution they make to our ongoing growth and success. Our employees' wellbeing and professional development is central to the future of the organisation. All IKM engineers have participated in a Personal Development Plan (PDP) to help monitor and enhance each individual's progression. IKM offer a stakeholder pension scheme to all employees this is run and managed in conjunction with HSBC.

IKM's recently updated website now has a staff forum area dedicated to communicating with all employees to ensure they are kept up to date with matters surrounding the organisation.

We aim to maintain our equal opportunities policy scheme to ensure equal treatment for all irrespective of race, creed, nationality, ethnic origin, age, language, religion, sexual orientation, gender, or disability. Individuals are trained, developed, promoted and treated on the basis of their relevant aptitudes abilities and skills. We recognise that everyone is different and by valuing diversity we appreciate that people with different experiences, views, opinions and approaches can bring important skills to our organisation.

IKM and the Environment.

Waste and Emission output are our most significant environmental impacts, in recognition of this and following the development of our Environmental Management System we have started the process of attaining accreditation towards the ISO 14001 Environmental Quality Policy, this will be integrated with our current ISO 9001 Quality Policy of which we achieved accreditation in 2001. Our aim is to be fully accredited for ISO 14001 by the end of 2010.

The ISO 14001 accreditation will assist us to measure our environmental impact, measurements are made by using Emission Factors published by the Environment Agency and set target dates for any improvement required. Regular audits will assist with our continual improvement in this area.

To ensure we are working within current legislation, IKM subscribe to Netregs who provide regular legislation updates.

In particular we focus on:

- Transport: Minimising emissions from our transport fleet.
- Purchasing: Working with our suppliers towards effective supply chain management, their range and availability of product to assist in the reduction of deliveries to our sites.
- Waste: Minimise waste produced by improved purchasing of materials and ensure both company and site recycling requirements are met.
- Complying with all relevant environmental legislation, regulations and standards relating to our core business.