

Corporate & Social Responsibility Statement

PennWhite Ltd is an established UK based company which formulates and manufactures a range of chemical process aids for customers across the globe. We take our role as an employer, trading partner and corporate citizen very seriously and have established policies and procedures which guide our behaviour in these areas.

Employees

We promote a working environment in which our employees can flourish and be fairly rewarded for their efforts. New starters are taken through an induction program before undergoing job-specific internal training and external training if required. We operate a Performance Planning Program against which employees are appraised and the outcome is linked to an annual bonus scheme. All employees are encouraged to join the company pension and medical schemes. We are an equal opportunities employer and strive to follow best practice in all employment matters.

Customers

Our customers are at the heart of our business. We understand that without them we have no business. "The customer is king" may be an old adage, but it is *the* one that we use to guide our business. We strive to provide high performance products and exceptional service to our customers as part of a mutually beneficial relationship.

Suppliers

Our suppliers play a vital role in enabling us to provide the PennWhite product our customers need exactly when they need it. Each key supplier is subject to an approval process which assesses their product quality and/or service levels, their environmental credentials and their corporate ethics. We undertake to deal fairly with our approved suppliers and are committed to honouring the payment terms agreed with them.

Ethics.

We will conduct our business in an open, honest and fair manner in compliance with applicable law. All employment at PennWhite Ltd is freely chosen and only those of a legal age are employed. We will provide safe, rewarding and fair employment based on the tenets of the Ethical Trading Initiatives Base Code (2014 Revision) and SA8000: 2014. We are a member of the Supplier Ethical Data Exchange (Sedex) and support the objectives of the Modern Slavery Act 2015.

Health & Safety

We are committed to the safety and welfare of our employees, visitors and the public. We take all reasonable measures to reduce risk and prevent injury caused by foreseeable hazards. We work with an external Health & Safety Consultant who provides guidance and oversight of our Health & Safety program. All employees are issued with appropriate personal protective equipment. Visitors are briefed on relevant safety procedures and issued safety equipment before entering production or dispatch areas.

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Food Safety

We take extensive measures to ensure that our products which are used in the food industry are free from contamination. Our food-grade manufacturing plant operates in line with guidelines established by the Global Food Safety Initiative (GFSI), the standards of food hygiene established by the *Codex Alimentarius* and the seven key principles of *Hazard Analysis Critical Control Points* (HACCP).

Sustainability & the Environment

We have identified the aspects of our operations that could *potentially* have a detrimental environmental impact. We have determined those aspects which we can control or influence and operate an Environmental Management System (EMS) which addresses these aspects. Our products are formulated to minimise their environmental impact and our manufacturing processes are designed to reduce the demand placed on finite natural resources.

Communication

We have a simple "flat" management structure which is able to respond quickly to day-to-day issues. Further internal communication is facilitated by regular management meetings, team meetings, staff briefings and notice boards. We communicate externally via our website, an email newsletter, our membership of trade organisations and an advertising program.

Community

We recognise our duty of care to our neighbours and wider community. In addition to ensuring our business activities do not impact on our immediate neighbours, we also support our community when possible, most often by sponsorship of local clubs, people or events. We are also a member of the Chemical Businesses Association's Responsible Care Program.

This document has been approved by the senior management team of PennWhite Ltd

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