

TidycoTM

Our Journey

CORPORATE SOCIAL RESPONSIBILITY

IT MATTERS

TO ALL OF US



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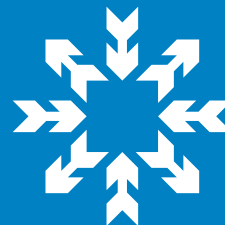
Tidyco Ltd takes the responsibility towards the safety of our customers, employees as well as positive impact upon the environment and the communities (local, national and global) within which we operate extremely seriously.

As such, we have developed a comprehensive set of policies, procedures, accreditations and best working practices in order to support our Corporate Social Responsibility aims and objectives.

As part of our process for continuous improvement and in conjunction with a clearly defined QMS (Quality Management System), Tidyco Ltd is accredited to ISO 9001:2008 standards to ensure that our products and services are of the highest quality and specifications for all stakeholders.



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Corporate Social Responsibility continues to be of significant importance regarding how businesses can best operate in an ethical manner, so as to minimise environmental impact and the way in which we support our combined communities.

I am really pleased to have worked on this dedicated CSR statement of intent manual.

Tidyco Ltd is committed to delivering a **best in class customer service** whilst complying with its commitment to **corporate social responsibility**.



Carl Eaton
Marketing Manager
for Tidyco Ltd

CSR CRITERIA:

PEOPLE:

- Community Benefits Programme
- Apprenticeship Schemes
- CPD - Continuous Professional Development
- Equal Opportunities
- Championing Equality and Diversity

HEALTH & SAFETY:

- Corporate Health & Safety Policy
- Dedicated Health & Safety Management Programme

ENVIRONMENTAL:

- Environmental Statement
- Environmental Policy
- Core Commitments
- Working Towards a Safer Environment
- Waste Management

ETHICAL GLOBAL TRADING:

- Supply Chain Transparency
- Auditing, Monitoring and Review

ACCREDITATIONS:

- ISO 9001
- F-Gas Certification
- Gas Safe
- Safecontractor

CYBER SECURITY AND DATA PROTECTION:

- Cyber Essentials
- ICO (Information Commissioner's Office) Registration

CONTINUITY OF SUPPLY:

- Business Continuity Plan
- Continuous Improvement Programme

PROTECTION:

- Safeguarding Statement

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PEOPLE:

LOCAL COMMUNITIES BENEFIT PROGRAMME



Tidyco Ltd participates in a variety of Community Benefit Practices within the local community.

Our employees are actively encouraged to support local charities, good causes and organisations to enhance the lifestyle of vulnerable people or people in need within our respective local communities as well as offer on-going support to help enrich our shared local environment.

As a major exporter to over 50 countries worldwide, Tidyco Ltd has stringent supply chain audits in place to ensure continuous ethical trading and that the welfare of global communities are not only enhanced but also sustained.

By offering and providing support within our local and global communities, Tidyco Ltd can make a positive impact upon the welfare of the societies within which we all live.

Enriching & Enhancing Communities... **Locally, Nationally and Globally.**



Enhancing the Community.

Tidyco Ltd works in partnership with local authorities and educational establishments to offer a wide variety of apprenticeship schemes and work placements.

Continuous Professional Development:

Tidyco Ltd supplies CPD (Continuous Professional Development) to all employees to ensure that our service remains **best in class** so as to provide an exceptional customer journey experience.

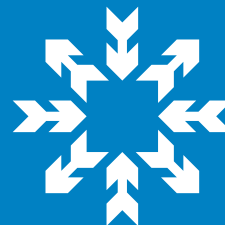
We value our people and train them well.

EQUAL OPPORTUNITIES | CHAMPIONING EQUALITY AND DIVERSITY

The Company recognises that discrimination in the workplace, in any form, is unacceptable.

Tidyco Ltd has therefore adopted an Equal Opportunities and Equality Policy to ensure that all job applicants and employees are treated fairly and without favour or prejudice. We are committed to applying this policy throughout all areas of employment recruitment and selection, training, development and promotion.

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HEALTH & SAFETY:

This statement, issued by the Directors of Tidyco Limited, confirms that it is the policy of the Company to ensure, as far as is reasonably practicable, the safety, health and welfare at work of all its employees in fulfilment of its legal and economic responsibilities. This undertaking also extends to customers and visitors to the Company.

It is acknowledged that it is the responsibility of the Company to provide the right circumstances under which work can be carried out safely. In particular the Company undertake to provide and maintain safe plant and equipment, safe premises and safe systems of work. The Company will provide information, instruction, training and supervision in safety matters to all employees in order to achieve these objectives.

However, all employees also have a legal duty not only to work safely but to co-operate with the employer in his efforts to create safe working conditions. Employees will, therefore, be encouraged to participate in all safety matters, to identify hazards which may exist and to report any condition which may appear dangerous or unhealthy and to ensure that each employee accepts his/her own responsibility not to endanger him/herself others and/or actively assist fulfilling the requirements and spirit of the Health and Safety at Work Act 1974.

Whilst the final responsibilities for matters of Health and Safety rests with the Company, all employees and visitors to the premises must clearly understand that they also have a duty, under this Act, to ensure the health and safety of themselves and others. This includes reporting back to their managers any dangerous or unsatisfactory condition, and making suggestions for the improvement of existing facilities and arrangements.

All members of the Company who authorise work to be carried out by others must ensure the Health and Safety of all persons involved directly or indirectly.

The Board hereby gives full backing to the policy and will support all who implement it.

The Company Safety Policy is determined by the Board of Directors who have overall responsibility for the Company's achievement of its Health and Safety Policy.

Signed: J P Tidy - Managing Director
Date: July 2016



Tidyco Ltd has designed and implemented a dedicated Health & Safety Management System to ensure the highest possible safety standards are continuously maintained both at corporate offices, as well as on-site.



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ENVIRONMENTAL:

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Tidyco Ltd is considerate towards carbon footprints and the responsibility that industry has to preserve resources and minimise the impact of environmental damage.

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Tidyco Ltd is committed to creating and providing products and services in a socially responsible manner, whereby our customers can be confident that quality does not have to be at the expense of ethical and environmental considerations.

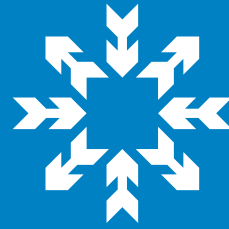
Targets and Objectives

Targets and objectives are set in the form of Environmental Policy documents. Key elements include;

- Environmental Statement and Supporting Policy
- Core Commitments
- Working Towards a Safer Environment
- Waste Management



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ETHICAL GLOCAL TRADING:

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As both a local supplier and major exporter to over 50 countries worldwide, Tidyco Ltd recognises the need for ethical glocal (global and local) trading best practices.

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Tidyco Ltd is committed to implementing ethical glocal trading practices by complying to a policy focused upon the management of overall supply chain activity. Every stakeholder within the supply chain is required to conform to the Tidyco Ltd policy and is assessed by the following criteria:

- Supply Chain Transparency
- Auditing, Monitoring and Review



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ACCREDITATIONS:



DATA PROTECTION AND CYBER SECURITY:

Global cybercrime damages will exceed \$6 Trillion annually by 2021. The world will need to cyber defend 50X more data. *

Big data and the protection of it is increasingly becoming mainstream news.

Tidyco Ltd recognises the ever increasing need to protect commercially sensitive business data from the external threat of cybercrime.

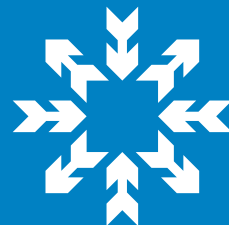
Through our accreditation with ICO (The Information Commissioner's Office) - Registration Number; Z2009040, Tidyco Ltd is committed to implementing systems and processes to protect all data from malicious cyber attacks.

The company has appropriately upgrading all necessary infrastructures and has successfully been awarded with Cyber Essentials accreditation - Certificate No; 4930067448938613.

* Source: <http://cybersecurityventures.com/>



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CONTINUITY OF SUPPLY:

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Tidyco Ltd is committed to continuity of supply.

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In order to deliver an exceptional continuity of supply, Tidyco Ltd has designed a dedicated business continuity plan, consisting of:

Introduction | Priorities and responsibilities | Key risks and minimisation measures | Assumptions | Disaster events | Loss of technology | Roles and responsibilities | Emergency recovery process | Activation of the emergency recovery process | Manage immediate concerns | Emergency communication | Business recovery process | Recovery set-up | Communication priorities and processes | Reinstate services | Payroll | Email | Network and remote access | Phones - Landlines | Phones - Mobiles | Specialist applications | Website | Emergency delegation | Contact call tree

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By listening to and engaging with all stakeholders, Tidyco Ltd is able to implement a Continuous Improvement Programme.

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Safeguarding Policy

Tidyco Ltd acknowledges the duty of care to safeguard and promote the welfare of children as well as vulnerable adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and requirements.

The policy recognises that the welfare and interests of children and vulnerable adults are paramount in all circumstances.

It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children and vulnerable adults:

- Are protected from abuse
- Tidyco Ltd acknowledges that some children and vulnerable adults, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare

As part of our safeguarding policy Tidyco Ltd will:

- Promote and prioritise the safety and well being of children, young people and vulnerable adults
- Ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- Ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- Prevent the employment/deployment of unsuitable individuals
- Ensure robust safeguarding arrangements and procedures are in operation

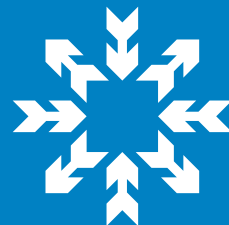
The policy and procedures will be widely promoted and are mandatory for everyone involved in Tidyco Ltd. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

Monitoring

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

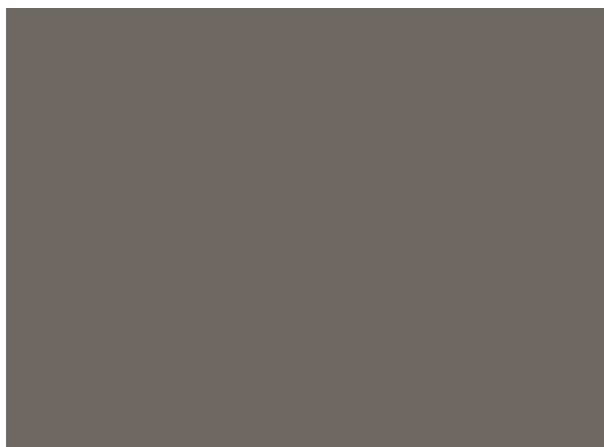
- changes in legislation and/or government guidance
- as a result of any other significant change or event

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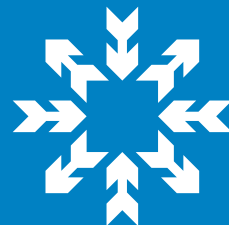
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