

## **Insight Corporate Social Responsibility Policy**

### **General**

WS Insight Limited (The Company) advocates an integrated and pluralist approach to corporate governance where the board of directors acknowledges its responsibility for the formulation of policies on ethical behavior, employee welfare, social, and environmental issues. To this end the board both implements and monitors these strategies.

The board undertakes to protect and invest in the well-being of the economy, society, and the environment, and in building and sustaining an ethical corporate structure within the company.

### **The nature of Corporate Responsibility (CSR)**

The board recognizes CSR as a key concept whereby the company integrates social and environmental concerns in its business operations and its interaction with stakeholders on a voluntary basis. By this the board intends to go beyond legal and compliance expectations and investing in human capital, the environment and relationships with stakeholders.

### **Corporate citizenship**

Insight sees itself as a citizen within society, and expects its entities to:

- Treat employees fairly and with respect
- Operate in an ethical way and with integrity
- Respect basic human rights
- Sustain the environment for future generations, and
- Be a responsible neighbour in its communities

### **Sustainability**

Whilst acknowledging its responsibility to ethical conduct, concern for stakeholders, and concern for social and environmental issues, the board further recognizes that the company must be profitable to survive and succeed in the long term. Therefore this CSR policy integrates the company's business strategies and activities in order to reconcile its social, environmental and economic ambitions.

Critically, the company understands that a responsible organisation is expected to act in an ethical manner in pursuit of sustainability. The company understands the commonality of sustainability within its CSR policy and agrees that its development must meet the needs of the present without compromising the ability of future generations to meet their own needs. This will involve adding and preserving value, through profitability and growth.

### **Six capitals model**

Insight acknowledges its dependency, in differing ways, on various forms of capital for its success:

- Financial capital
- Manufactured capital
- Human capital
- Intellectual capital
- Natural capital, and

- Social capital

Where possible the company acts to enhance these stocks of capital assets rather than deplete or downgrade them.

### **Financial capital**

Insight recognizes the importance of financial health and rigour in order to develop and maintain sustainability, with particular regard to balance sheet strength, working capital, profitability and investment.

### **Manufactured capital**

Insight acknowledges the importance of its physical assets and infrastructure that contribute to the provision of services. This includes the tools, technology, uniforms, equipment, fleet and communications networks employed in its day to day operations. The company further acknowledges the difficulties of operating in countries where efficient and modern infrastructures are not available, and the importance of making every effort to increase the value of this manufactured capital.

### **Human capital**

Most critically, Insight recognizes the importance of the people who work for the organisation, and their collective skills and experience. The company embraces the notion that a healthy and motivated work force creates almost immeasurable value. Insight seeks to enhance the value of the workforce through policies for motivation, training, welfare, and health.

### **Intellectual capital**

Whilst strongly linked to human capital, the company understands the importance of intellectual capital which represents the value of its accumulated intellectual property in the form of:

- Legal right and protection (trademarks and copyrights)
- Brand values, and
- Accumulated knowledge (knowledge capital) of the organisation – the processes

The company commits to striving to create new intellectual capital in order to develop sustainability over the long term.

### **Natural capital**

The company recognizes its responsibility to the environment, and acknowledges the potential impact of the raw materials and energy used in the delivery of its services. The company understands that whilst it does not own this capital, it is heavily reliant upon it, to different degrees and in different ways, and with regard to long term sustainability considers the use of sustainable materials when sourcing items such as uniforms, technology and equipment, the most efficient use of travel across the region (in particular air travel), the use of scarce resources such as water, fuel and electricity, and the efficient recycling of waste.

### **Social Capital**

Insight understands the importance of enhancing social capital by building and maintaining social relationships. This includes human relationships, local co-operation, networks, communication channels, welfare, families, communities and schools, and the company acknowledges its reliance on the social

acceptance of the communities with whom it comes into contact, and who are affected by its operations.

In order to support sustainability the company considers all six aspects of its capital as an essential part of its CSR policy.

### **Social, economic and environmental issues (SEE)**

The company's CSR policies integrate its social, economic and environmental objectives as articulated herein.

#### **General policies**

To this end the company embraces policies articulated by the Organisation for Economic Cooperation and Development (OECD) and that:

- Contribute to economic, social and environmental development with a view to achieving sustainable development
- Respect the human rights of those people affected by its activities
- Encourage the development of local business through cooperation with local communities
- Encourage the development of human capital in those communities by creating employment and providing training
- Refrain from seeking or accepting exemptions from local laws on the environment or health
- Support and promote good corporate governance practice, and
- Avoid improper involvement in politics

#### **Employment policies**

The company develops and maintains policies that:

- Respect the rights of employees to be represented by trade unions
- Contribute to the abolition of child labour
- Contribute to the abolition of forced labour
- Avoid discrimination on the grounds of race, gender, religion or political opinion
- Observe standards of employment that are not less favourable than those provided by comparable employers in the host country
- Take adequate steps to ensure occupational health and safety
- As much as possible, use local labour and provide them with skills training, and
- In negotiations with trade union representatives avoid using the threat of moving all or part of the company's operations to another country or region

#### **Environment policies**

The company develops and maintains policies that:

- Establish and maintain a system of environmental management that includes the collection of adequate information about the environmental and health and safety effects of its activities, target for improvement of environmental performance and regular monitoring against established targets
- Provide transparency of environmental and health and safety matters and engage with communities that are directly affected by company policies
- Consider the long term environmental and health and safety consequences when making decisions

- Continually seek to improve environmental performance through encouragement of environmentally friendly technologies and development of environmentally friendly products and services, and
- Maintain contingency plans for dealing with unforeseen environmental or health and safety damage arising from its operations, including accidents and emergencies

### **Implementation**

Having agreed the broad principals of this policy, the next phase of implementation will proceed as follows:

- Establish the company's current position and policies relating to the stated values and establish a gap analysis
- Having already obtained board approval, identify responsibilities and champions – and the creation of a board sub-committee for CSR
- Develop realistic strategies and targets
- Implement on a local and company wide basis
- Identify key stakeholders whose views the company wishes to influence
- Communicate the company's targets policies and activities to its stakeholders, and
- Monitor achievements

### **Leadership**

In line with best practice governance principals, the company emphasizes and acknowledges the imperative of the ethical and CSR aspects of governance. The board of directors aims to provide effective leadership based on ethical values that:

- Direct strategy and operations to build a sustainable business
- Consider the short and long run impact of decisions on the economy, society and the environment
- Do business ethically
- Avoid compromising the natural environment, and
- Take account of the impact of the company's actions on internal and external stakeholders

It is the board's stated aim to consider not only financial performance, but the impact of its operations on society and the environment. The board moreover commits to protect and invest in the well-being of the economy, society and the environment by building and sustaining an ethical corporate culture in the company.

### **United Nations Global Compact (UNGC)**

Insight's CSR policy is underpinned by its active participation in the UNGC initiative, and its ten principals for corporate sustainability. These are:

#### **Human Rights**

Principal 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principal 2: make sure that they are not complicit in human rights abuses

**Labour**

Principal 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining

Principal 4: the elimination of all forms of forced and compulsory labour

Principal 5: the effective abolition of child labour; and

Principal 6: the elimination of discrimination in respect of employment and occupation

**Environment**

Principal 7: Businesses should support a precautionary approach to environmental challenges

Principal 8: undertake initiatives to promote greater environmental responsibility; and

Principal 9: encourage the development and diffusion of environmentally friendly technologies

**Anti-corruption**

Principal 10: Businesses should work against corruption in all its forms, including extortion and bribery

Insight actively supports the UNGC's sustainable development goals by appropriately aligning its CSR policies and engaging with stakeholders, and sharing the journey via the Communication on Progress.

**International Code of Conduct**

A major tenet of Insight's CSR policy is based on its membership and active participation with the International Code of Conduct for Private Security Companies (ICoCA). The association is a multi-stakeholder initiative that regulates and monitors the private security industry with particular respect to good governance, best practice and the respect of human rights. The code itself was developed through a transparent and multi-stakeholder process that sets forth human rights and humanitarian law-based principles for the responsible provision of security services. Member companies must provide evidence of systems and processes compatible with the code, and are subject to a rigorous monitoring and complaints system.

1<sup>st</sup> April 2017