



CORPORATE SOCIAL RESPONSIBILITY STATEMENT

PTC is committed to creating business growth whilst ensuring that the impact on the environment is minimised and that all activities are conducted safely by well-trained and qualified employees.

Overall responsibility for developing corporate policies on social, ethical and environmental matters and for reviewing their effectiveness lies with the Board. It is then the responsibility of our Contracts Managers and Site Managers to communicate and apply that policy within their particular business area to ensure compliance with the policy and to maintain, review and refine procedures accordingly.

Our policies and procedures, including those relating to social, environmental, health and safety, employment and ethical matters, are communicated to all staff at their initial interview and or company induction. They are given their own copies (Company Handbook) in their employment starter pack. These policies and procedures are reviewed regularly, during our SHEQ Meetings and audits, with any updates or amendments communicated to all staff.

The three key areas of corporate social responsibility are:

- Environment
- Health and Safety
- Human rights, employment and ethics

Environment

We are committed to adopting environmentally responsible policies and are accredited to BS EN ISO 14001. We have compiled and applied our own Environmental Policy, Sustainability Policy and Purchasing Guidelines.

Health and safety

As a Company trading in a high risk industry sector, we recognise our health and safety duties and responsibilities and comply with all relevant health and safety legislation. The Managing Director has overall responsibility for health and safety supported by his leadership team. We have compiled a Health and Safety Policy including a fully integrated and harmonised management system called PIMS, we are accredited by CHAS, Exor, Constructionline and Achilles and have won safety awards from ROSPA & British Safety Council.

Human rights, employment and ethics

It is our policy to adhere to all legislation relating to employment rights and equal opportunities, with particular reference to non-discrimination on the basis of race, colour, national or ethnic origin, culture or faith, gender, sexual orientation, gender reassignment or gender identity, marital status, responsibility for dependents, physical disability, learning disabilities, or age.

We ensure that physical, verbal, sexual and psychological abuse, or any other forms of harassment towards employees are not tolerated.



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We ensure that disabled persons are recruited, trained and promoted on the basis of aptitude and ability. If employees become disabled, every effort is made to retain them and when necessary re-train them for appropriate posts.

We pay wages and benefits which exceed national minimum requirements (including compliance with the 'living wage' philosophy) and adhere to working time regulations where applicable.


We do not use forced labour nor employ workers under the school-leaving age. Following best practice, see separate Company policy on Anti-Slavery and Human Trafficking for further details.

We provide a safe and secure workplace environment and promote good health and safety and environmental practices.

Employees may report any concerns they may have over unethical business practices or conduct, dangers to health and safety, or breach of company policies. Any such disclosures are appropriately investigated. In addition, PTC is committed to protecting the career and reputation of employees who report wrongdoing in accordance with established procedures, as long as their disclosures are delivered in good faith and seek to safeguard the best interests of the company.

We do not give or receive any bribes, extra contractual gratuities, inducements, facilitation fees or similar payments. We do not give inducements to customers or business contacts, nor do we allow employees to receive any gifts, whether in cash or kind, unless in the course of normally accepted business entertainment or the subject of prior written approval by management. Further details see our Anti-bribery and Corruption Policy; all employees are expected to behave with integrity and honesty.

We recognise the value that our employees can create for the business. Our commitment to training and personal development, combined with our remuneration policies, ensure we reward achievement and emphasise the importance of retaining competent staff.

Signed  _____

Date 08/01/2018

P.N.TRANT
Managing Director