

# BKT Social Responsibility Policy



**BKT has always recognised that its business should be conducted in a socially responsible way. The Company is committed to seeking to achieve and maintain the highest standards in all aspects of its activities.**

In recognition of the importance of these matters a designated Director of the Company has special responsibility to maintain an overview of areas of social responsibility and will periodically issue a report to the Board on such matters.

Employees at all levels are reminded that successfully maintaining the highest standards relies on everyone sharing responsibility for living up to the aspirations set out in this Policy.

The Company is committed to:

- Abiding by the law of the country in which it operates.
- Creating and maintaining a working environment in which the capabilities of all employees are developed and to providing competitive terms and conditions.
- Recognising and respecting the human rights, dignity and needs of all employees.
- Conducting its business with honesty and integrity and applying the highest ethical standards.
- Seeking to contribute to the well being and development of the society in which it operates.
- Protecting and enhancing the health, safety and welfare of its employees and seeking to avoid or minimise any adverse environmental impacts.
- Building and maintaining open and effective two way communications on environment and community involvement.

In implementing this Policy BKT will :-

- Issue and keep up to date a statement of its commitment to social responsibility issues and appoint a Board Member to be responsible for their co-ordination.
- Develop an understanding amongst personnel of the issues of social responsibility through the provision of appropriate information and training.
- Ensure that the social, ethical and environmental implications of all investment decisions are considered.
- Develop systems to monitor implementation of these policies.
- Review its policies at least once per year, or sooner if a material change in the Company's operation occurs.

The aspirations detailed in this Policy are neither fixed nor exhaustive. BKT recognises that change can occur quickly and this Policy will be reviewed annually in order to ensure that its stated intentions are appropriate to the conditions within the community in which the Company operates.