

ADAS Business Ethics Policy



Aims

ADAS is fully committed to the highest standards of business ethics.

The purpose of this policy is to confirm the Company's position on business ethical issues.

Human rights

- The Company will not work with businesses or organisations who do not uphold basic human rights (as set out in the Universal Declaration of Human Rights) within their sphere of influence and operations.
- We will not work with businesses or organisations operating in countries governed by oppressive regimes, whose activities are considered to support the regime
- Further details are given in our Policy on Human Rights and International Clients and Collaborators.

Bribery and corruption

- The Company has a zero tolerance approach to bribery and corruption.
- Business is conducted in compliance with all applicable anti-bribery and anti-corruption legislation, including the UK Bribery Act 2010.
- Further details are given in our Anti-Bribery and Anti-Corruption Policy.

International trade

- A zero tolerance approach is taken to all forms of discrimination.
- The Company supports accepted labour standards (such as the Fundamental International Labour Organisation Conventions) including abolishment of forced labour and slavery, abolishment of child labour, abolishment of sweatshops, freedom of trade union, decent working conditions for all and equal payment for equal work. We will not work with businesses or organisations where contraventions of these conventions are apparent.
- We comply with relevant requirements of the UK Modern Slavery Act 2015 and have a zero tolerance approach to slavery, servitude, forced or compulsory labour and human trafficking in all business activities, including with supply chains.
- We will not work with businesses or organisations whose activities include irresponsible marketing practices (including to children), inappropriate trading methods and tobacco product manufacture or provision.

Supply chains

- In accordance with our Ethical and Sustainable Procurement Policy we will only procure goods and services from local, national and international suppliers who comply with relevant legal requirements and take into account relevant social, ethical and environmental factors in relation to goods and services they provide.

Environmental impacts

- ADAS recognises that it has environmental responsibilities in all activities to ensure that sustainability and the environment are taken into consideration in the operation of the business.
- As an environmental consultancy and research company our business operations and work delivered to clients will often enhance the environment.
- Policies are implemented to reduce greenhouse gas emissions related to energy consumption and business travel and to maximise the amount of waste materials sent for recycling or energy recovery, thereby minimising amounts sent for landfill.

Genetically modified organisms

The Company view is that research carried out in full compliance with existing regulations is both safe and can be justified in terms of increasing the understanding of genetically modified organisms and improving food sustainability.

Research involving livestock

The Company will not get involved in fur farming or in the use of animals for the testing of cosmetics and tobacco products.

Confidentiality

Information received by employees, contractors or associates will not be used for any personal gain, nor will it be used for any purpose beyond that for which it was provided. The Company will at all times ensure that it complies with all applicable requirements of data protection legislation.

Actions

ADAS has a company-wide Ethics Committee to formulate ethical policies, position statements and working practices, to provide guidance to staff on all matters having ethical implications. The Committee includes two external members and reports to the ADAS Board.

Staff have freedom of expression to raise work related ethical concerns with the assurance that matters will be treated confidentiality and without fear of penalty or reprisal.

All staff are required to act in line with Company policies. Every effort is made to avoid any work which they find ethically or morally objectionable, though this may not always be possible.

Policy review

This policy will be periodically reviewed in accordance with a documented procedure within the company's quality management system.



Ian Strudwick
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