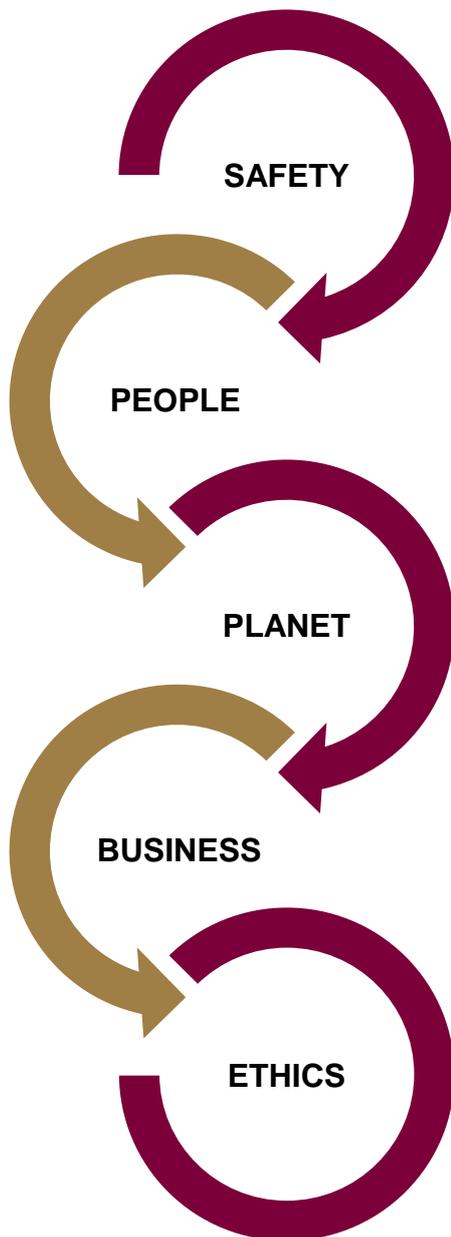


Founded in 1840, H&J Martin have a long, successful construction legacy spanning 170 years, playing a noteworthy part in the creation of many landmark historical buildings such as Belfast City Hall, Grand Opera House, and the Slieve Donard Hotel. We are headquartered in Belfast, with offices in Dublin, Livingston, Portadown & Magherafelt, providing Facilities Management services to a wide portfolio of public & private sector clients & Fit Out delivery for many high-profile retail & commercial premises.

Our proud history is important to us, and in looking to the future we are fully committed to managing and developing our business in a sustainable way that benefits our customers, our staff, our business partners, our communities and the wider environment where we operate. Our vision to deliver this, is through defined pillars which act as cogs to foster a collaborative approach where, as individuals and as teams, we all actively contribute.



Zero harm to people

- Continual improvement of health & safety standards for all employees, supply chain partners, clients and the public
- Monthly monitoring by senior leaders of KPIs developed around leading & lagging indicators

Retain, Attract & Reward

- Early Careers Academy & commitment to all staff development
- Employee engagement & communication
- Promotion & support for health & well-being

Minimise our impact

- Carbon emissions monitoring and commitment to targeted reductions including race to zero by 2050
- Diversion from landfill controls at 95%
- Targeted emissions reductions from company vehicles

Sustainable business advantage

- Full compliance with legal & other requirements
- Dynamic & self-delivered growth – specialist teams
- Innovation to feed growth

Values matter

- Integrate social value measures
- Endorse fairness, inclusion & respect – FIR ambassadors
- zero tolerance for slavery and human trafficking

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Relevant commitments in support of these pillars are included within the appendices to provide any further clarity where it is needed.

The Managing Director has overall responsibility for the implementation of this interactive approach to future-proofing our business and every employee is responsible to contribute to delivery. All management shall demonstrate leadership and commitment with respect to the policy by taking accountability, for the effective integration of our management systems into operations, and provide the resources and training necessary to deliver.

A copy of this policy will be provided to each new employee, published on the company website and also published on the internal document management storage platform (Pulse) to ensure full stakeholder accessibility.

The policy will be reviewed on an annual basis or when other updates are required.

Authorisation



Kieron Millar
Managing Director

Date of signing as per document issue date

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Appendix A – Commitment to quality

As a company, we know that meeting the needs and expectations of our clients and maintaining high levels of customer satisfaction is the key to ensure the future success and growth of our business. To support us in this, H&J Martin Limited maintains a documented Quality Management System compliant to the ISO9001:2015 standard and regularly assessed by a UKAS accredited certification body.

This quality management system provides the structure and arrangements required to meet the needs and expectations of our customers and ensures we meet our legal and compliance commitments. Crucial to this, is the ongoing evaluation and continuous improvement of our management system. This is assured by setting objectives, regular internal auditing, effective management of non-conformity and the commitment and review by senior leaders of the business.

Appendix B – Commitment to environment & energy management

We recognise our operations directly impact on the natural and human environment and we seek to assess, monitor and mitigate any impact on our planet by having an environmental management system that meets the requirements of the ISO14001:2015 standard and is assessed by a UKAS accredited certification body.

H&J Martin Limited is fully committed, as a minimum, to meeting all relevant legislative and regulatory requirements, to preventing pollution and safeguarding the environment. We also commit to the continuous improvement of our management system and environmental performance by setting objectives to minimise or abate the significant environmental aspects of our activities.

A fundamental facet of managing our environmental impact, particularly with regard to climate change, is consumption of fossil fuels and managing our carbon emissions. Since 2021 we have been measuring and monitoring our carbon emissions and setting reduction targets from benchmark including committing to net zero by 2050 in an effort to control our impact.

Directors, managers & supervisors have responsibility for ensuing environmental issues are given adequate consideration during all business operations to ensure we minimise adverse effects.

Appendix C – Commitment to fairness, inclusion & respect

H&J Martin fully supports the concepts of fairness and respect which are at the core of equality and commit to comply with the requirements of the Equality Act 2010. As an employer, we provide equal opportunities, we value diversity and are committed to creating

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an inclusive organisation. We believe that the diversity of our people, their skills and abilities, is the strength that helps us achieve our best. We see the business benefits from integrating equality, diversity and inclusion into day to day business practice and provide training to all staff at the beginning of employment on equality.

We will not discriminate unlawfully against, or harass any person, on the grounds of: Sex, Pregnancy or maternity, Gender reassignment, Martial or Civil partnership status, Religious or other similar philosophical belief, Political opinion, Racial group, Sexual orientation, Disability or Age.

Appendix D – Commitment to eradicating slavery & human trafficking

Modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person’s liberty by another in order to exploit them for personal or commercial gain. H&J Martin does not support or engage with any business knowingly involved in slavery or human trafficking and provides training to all staff to raise awareness of the warning signs.

The company is committed to fully supporting the Modern Slavery Act 2015 and will ensure transparency within our business and with subcontractors and suppliers of goods and services in order to prevent slavery and human trafficking throughout our supply chain. We will carry out due diligence to confirm compliance with the Modern Slavery Act 2015 within our supply chain.

The Directors of H&J Martin are responsible for establishing and implementing the overall policy by ensuring effective arrangements are in place to comply with legal and contractual requirements and for reviewing performance against requirements. This must include appropriate arrangements being in place to ensure that the supplier approval process incorporates a review of controls undertaken by our supply chain and that effective controls are in place for importing goods and services from sources outside the European Union.

Directors and senior management are responsible for communicating any necessary arrangements to staff, subcontractors and suppliers and shall provide adequate resources to ensure that slavery and human trafficking is not taking place within our organisation or throughout our supply chain.

Appendix E – Commitment to providing social value

As a socially responsible business and employer, we are committed to compliance with all relevant employment, equality and health & safety law and human rights standards.

We actively seek to provide employment opportunities and career development for early careers through the H&J Martin Academy by providing apprenticeships which lead to a range

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of recognised qualifications. We have challenging targets in place to diversify our workforce, particularly with respect to our female colleagues who are under-represented in our industry sector and are currently developing a gender pay gap report which we will use to benchmark our progress. We actively foster the well-being of our staff by providing access to an onsite gym, cycle to work scheme, access to private healthcare programme and have a team of trained mental health first aiders.

We engage regularly with external stakeholders to provide support to the wider communities where we have an operational presence including providing our services on community support projects, contributions to local charities and supporting fund-raising initiatives.

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