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## CSR POLICY

QRS Market Research Ltd recognises its corporate social responsibility (CSR) commitments and these are reflected in the following CSR policy.

### **Standard of business conduct**

We are committed to ensuring that our business is conducted according to rigorous ethical, professional and legal standards.

### **Employees**

We aim to deliver a competitive and fair employment environment and the opportunity to develop and advance within the organisation, subject to personal performance and business opportunity.

### **Customers**

Every employee is responsible for ensuring that any contact with our customers, suppliers and the public at large reflects professionalism, efficiency, integrity and honesty.

### **Suppliers**

We regard our suppliers as partners and endeavour to work closely with them in order to help us achieve an efficient and transparent Corporate Social Responsibility supply chain programme.

### **Health and Safety**

We are committed to continuously improving our health and safety performance in order to ensure that the working environment is safe and fit for its intended purpose.

### **Environment**

Our objective is to reduce our impact on the environment through a commitment to continual improvement. We recognise that our business activities have varying direct and indirect impacts on the society and environment in which we operate. We endeavour to manage these in a responsible manner. We are committed to continually reviewing our corporate social responsibility programme in order to ensure its effectiveness.

**Environmental Policy**

QRS care about the environment and are committed to continuous improvement to reduce, re-use, recycle and create sustainable solutions.

**Energy**

We conserve energy wherever possible:-

Turn off appliances when not in use;

Waste minimisation and recycling

We reduce, re-use and recycle waste:-

Recycle waste - paper, cardboard, plastics, glass, tin and aluminium;

Return toner cartridges to suppliers for re-use and support charity toner appeals;

Reduce printing and paper waste through monitoring systems;

Re-use printed paper for internal work;

Minimise paper use by storing information digitally rather than as paper files;

**General**

We also:-

Ensure that all employees know and understand the policy and what is expected of them;

Comply with environmental legislation, regulations and government guidance;

Constantly seek to improve our environmental performance through monitoring systems and policy reviews.

*These policies supplement your terms of employment but are not of contractual effect. Their purpose is to explain the Company's current policies and procedures but they may be subject to change without notice if changes are considered appropriate by the Company or if there are changes in relevant legislation.*