



Waste Mission, a trading name of Alchemy Metals Ltd, strives to be a good corporate citizen. Through its managers and through its people, Waste Mission is committed to promoting protection of the environment; supporting charities and local communities; promoting equal opportunities; ensuring safe and efficient working practices; and working with suppliers who uphold similar values.

People

The Group recognises that our people are our greatest asset and key to continued growth and success and as such, we are committed to providing careers and working environments in which our people can achieve to their fullest potential.

The Group has a commitment to keeping employees informed of Group affairs through news circulars and regular staff meetings. Employees are encouraged to discuss operational issues with their line management and to suggest ways to improve performance and efficiency.

Developing future talent is fundamental to Waste Mission. We provide the opportunity of sponsorship to achieve recognised professional qualifications that are relevant to our sector for personnel. We provide full visibility of our customer facing staff, including their levels of training and experience to our customers and prospective customers.

The Group:

- Provides clear and fair terms of employment for its employees.
- Provides clean, healthy, and safe working conditions.
- Has a fair remuneration policy everywhere we operate Strives for equal opportunities for all present and potential employees.
- Encourages employees to develop skills and progress in their careers.
- Does not employ underage staff.
- Ensures that staff are aware of the Group's policies on insider trading, bribery and inappropriate gifts, money laundering and whistle blowing.
- Encouraging a harmonious working environment with zero tolerance to bullying or to any form of harassment linked to an individual's sex or other personal characteristics.

Equal Opportunities

The Group is committed to a policy of equal opportunity and diversity in employment and recognises that this is essential to ensuring the success and growth of the organisation. To this end, the Group makes every effort to select, recruit, train and promote the best candidates based on suitability for the job; to treat all employees and applicants fairly, regardless of race, sex, marital status, age, nationality, ethnic origin, religious belief, sexual orientation, or disability; and to ensure that no employee suffers harassment or intimidation.

Disabled Employees

It is the policy of the Group to provide employment and to make reasonable adjustment to accommodate disabled persons wherever business requirements will allow and if applications for employment are received from suitable individuals. Should an existing employee become disabled, every reasonable effort will be made to ensure that their employment with the Group can continue a worthwhile basis and that career opportunities are available to them.

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Health, Safety and Welfare at Work

The health and safety, welfare, and wellbeing of employees is of paramount importance to the Group. It is the policy of the Group to create and improve standards of Health and Safety, which will lead to the avoidance and reduction of risks and to ensure that the company complies with all Health and Safety legislation. A detailed Health and Safety Policy Statement is held and displayed on notice boards.

The group is accredited to ISO45001 and is committed to maintaining this accreditation. Along with this accreditation it is also accredited to Safe contractor, UVDB and RISQS. The group is supported by dedicated Health & Safety manager who is professionally qualified. A Management committee meets monthly to review activity and policy in this area.

The Group makes every reasonable and practicable effort to provide safe and healthy working conditions in all its offices. It is the duty of all employees to exercise responsibility and to do everything they can to prevent injury to themselves and to others. The policy standards and procedures are communicated to employees through contracts of employment, staff handbooks, operating manuals, bulletins and notice boards and staff training as appropriate.

Employees throughout the whole Group are eligible to participate in a range of lifestyle and wellbeing benefits, including:

- Discounted Medical Health Screening.
- Cycle to Work Scheme.
- Workplace Charitable Giving through Payroll.
- Childcare Voucher scheme.
- Employee Assistance Programme.

Information Security

The Group is committed to ensuring the integrity and security of its business information with particular attention given to personal and sensitive data where inappropriate use or inadequate maintenance and safeguarding could have serious repercussions. The Group policies and procedures are based on its requirements for a secure operating environment, an assessment of the risks that the Company faces and relevant legal and best-practice requirements. The Group has achieved FACT accreditation in its major business Responsibility for information security sits with the local management teams with appropriate training and support provided.

Environmental Issues

Environmental savings make good business sense. Our primary objective is to minimise our carbon footprint and any negative impact we may have on the environment. The Group operates under an Environmental Permit with variations to allow it to handle a variety of materials safely. The Group is committed to the following:

- To meet or exceed the requirements of relevant legislative, regulatory, and environmental codes of practice.
- To identify, reduce and dispose of waste arising from our operations in a manner that minimises harm to the environment and prevents pollution of land, air, and water.
- To reduce the consumption of energy and water and use renewable and/or recyclable resources wherever practicable.
- To encourage our suppliers and subcontractors to implement good environmental practices and procedures which support our own objectives and targets.
- To take responsibility for the maintenance and revision of our environmental policy, which is reviewed on a regular basis, to set environmental objectives and targets for continuous improvement, as we recognise the need for sustainable development.

In addition:



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- The Group operates from a fully enclosed site. All fluids from materials are treated in an environmentally friendly manner.
- The business monitors fleet fuel consumption and offer incentives for positive behaviours.
- E-payslips were introduced for all Group employees, which has reduced our carbon footprint and print and postal costs.
- Alchemy Metals opted to ensure that all newly ordered company vehicles have a CO2 emission of no greater than 160.
- The Group launched a Cycle to Work Scheme, in order that staff can tax efficiently purchase bicycles for cycling to work.
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Charitable Giving

- Waste Mission supports a Workplace Charitable Giving Scheme, so that employees can donate to their favourite charities tax efficiently through payroll deduction.
- Waste Mission donates to a local charitable fishing event for children with disabilities.
- Employees are encouraged to take part in charitable events whilst at work. This year they have supported: - McMillan Cancer Support, Asthma UK, and the Scouts.
- Local Schools have also been the recipients of charitable donations by the company. These have included, St Marys School and Wrestlingworth Lower School.

Stakeholders

While the Group is accountable to investors, it considers the interest of all its stakeholders including our employees, our customers, and our suppliers, as well as the local community and the environment in which we operate. Waste Mission's reputation is one of its key assets, adhering to the highest standards of integrity, personal conduct, ethics, and fairness is deemed to be of vital importance.

Customers

The Group:

- Seeks to be honest and fair in our relationships with its customers.
- Provides the standards of product and service that have been agreed.
- Takes all reasonable steps to ensure the safety and quality of products or services that it produces.
- Promotes relevant Ombudsman redress schemes and subscribes to industry Codes of Best Practice.

Suppliers

The Group:

- Seeks to be honest and fair in our relationships with suppliers and subcontractors.
- Pays suppliers and subcontractors in accordance with agreed terms.
- Has a policy not to offer, pay or accept bribes or substantial favours.
- Encourages suppliers and subcontractors to abide by the same standards and principles.

Investors

The Group:

- Is financially accountable to its investors.
- Communicates to investors all matters that are material to an understanding of the prospects of the organisation.
- Aims to protect investors funds, manage risks, and ensure funds are used as agreed.

Local Communities

The Group:

- Aims to make the communities in which we work, better places to live and do business.

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- Aims to be sensitive to the local community's cultural, social, and economic needs.
- Endeavours to protect and preserve the environment wherever Waste Mission operates.
- Encourages its subsidiary businesses to support causes within their local communities.
- Recent examples of this have included:
 - Supplying materials for educational activities for a local school
 - Constructing barbeques for a local school fundraising event
 - Supplying materials for local charitable annual fundraising events.

Industry Participation

The Group:

- Sit on the advisory committee to the government concerning metal theft and the maintenance of the Scrap Metal Dealers Act 2013
- Engages with journalists and reputable research bodies on topical themes e.g. BBC and Historic England.
- Provides consultation to various industries regarding unscrupulous behaviours within the industry and how to combat them.



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