



TET Limited - Corporate Social Responsibility (CSR) Policy - 2020

Scope

This policy applies to our company and its subsidiaries. It may also refer to suppliers and partners where applicable.

Policy elements

We want to be a responsible business that meets the highest standards of ethics and professionalism.

Our company's social responsibility falls under two categories: **compliance** and **proactiveness**. Compliance refers to our company's commitment to legality and willingness to observe community values. Proactiveness is every initiative to promote human rights, help communities and protect our natural environment.

Legality

Our company will:

- Respect the law
- Honour its internal policies
- Ensure that all its business operations are legitimate
- Keep every partnership and collaboration open and transparent

Business ethics

We'll always conduct business with integrity and respect to human rights. We'll promote:

- Safety and fair dealing
- Respect toward the consumer
- Anti-bribery and anti-corruption practices

Protecting the environment

Our company recognises the need to protect the natural environment. Keeping our environment clean and unpolluted is a benefit to all. We will promote:

- Best practice to reduce waste and follow legal disposing of waste
- Improvement areas to reduce our carbon footprint through energy consumption reduction
- Reduce in travel and increased remote working and video conferencing

- The use of more energy efficient equipment

Protecting people

We'll ensure that we:

- Don't risk the health and safety of our employees and community.
- Support diversity and inclusion.

Human rights

Our company is dedicated to protecting human rights. We are a committed equal opportunity employer and will abide by all fair practices. We'll ensure that our activities do not directly or indirectly violate human rights in any country.

Donations and aid

Our company will preserve a budget to make charity donations and promote fund raising activities. These donations will aim to support community events and the wellbeing of those in need.

We have supported several charitable organisations and initiatives and remain committed to doing so in future. An example of our work in this area is below:

IcFEM Dreamland Mission Hospital, Kenya

The mission-run medical facility offers a wide range of high-quality in-patient and out-patient services to local community members, providing a valuable service to people who would not otherwise have access to safe and affordable medical facilities. Specialist surgeries are also carried out for conditions such as club foot, cataracts, fistula and cleft lip and palate as well as orthopaedic procedures to correct conditions such as club foot in children. TET provided financial support to the hospital and receives regular updates via the IcFEM newsletter.

Preserving the environment

Apart from legal obligations, our company will proactively protect the environment. Examples of relevant activities include:

- Recycling
- Conserving energy
- Using environmentally friendly technologies

Supporting the community

Our company may initiate and support community investment and educational programs. We will encourage and support our employees to volunteer in the community.

Learning

We will be open to suggestions and listen carefully to ideas. Our company will try to continuously improve the way it operates.

We'll readily act to promote our identity as a socially aware and responsible business. Management will review the policy and associated activities in the quarterly management reviews and communicate this policy on all levels. Managers are also responsible for resolving any Corporate Social Responsibility issues.

Signed: David Joyce – Managing Director

Dated: January 2020