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Registered in Scotland, no: SC663556 | VAT no. 350 4428 22

Corporate Social Responsibility Policy

January 2023

Policy Mission

It is the mission and guiding principle of this policy that our business should not only prosper for our staff and clients, but that we should use our success to support the communities we operate in; who support us; and who advance our field for good.

Objectives

- Support community-led volunteer organisations who are undertaking activities which improve the health and wellbeing of the environment; and/or the local communities in which we operate;
- Provide opportunities for individuals to gain valuable skills and resources which bolster their CVs and portfolios and enable them to take their first step in a career; and
- Support research into ecological practice which advances knowledge or practice within our field of operation so as to ensure that the sector is working at the highest possible levels.

Guiding Principles

EP Ecology is committed to improving our efforts towards our social responsibility, with focus in local communities and environments. We encourage our employees to contribute towards CSR activities. Towards this end, the following guiding principles are adopted to guide the selection of; and participation in; CSR activities:

- Employees on 0.5 FTE or greater will be allocated minimum of one day per annum of paid time to participate in a volunteering activity;
- CSR activities should be gender neutral and inclusive;
- Encouragement of community ownership of our CSR activities to ensure that these activities are sustainable in the longer term;
- CSR activities should align with the work that we as an organisation undertake wherever possible;
- CSR activities should actively or passively encourage younger or disadvantaged members of society to upskill and increase employability within ours, or similar, sectors; and
- Enhancing the visibility of our CSR activities so that others may benefit from our experience and learning.

Budget

The CSR activities budget will be theoretically unlimited but is proposed to comprise c. 2% or greater of net profits annually.

Net profit is taken to be that money which is retained following the payment of staff, contractors, bills, the purchase of essential equipment, materials, or accessories as part of our everyday operations; and the payment of tax liabilities.

Governance of the Policy

The governance and enactment of this policy shall be the sole responsibility of the director, Erik Paterson. Activities to be undertaken as part of this policy are encouraged to be nominated by members of EP Ecology employees using the guiding principles as outlined in this policy.

CSR Activities Completed To-Date by EP Ecology

The following activities have been completed by EP Ecology to-date as part of our CSR:

- Donation of 12no. high visibility vests to the East Kilbride Community Litter Pickers to increase visibility of volunteers and enhance safety as well as visibility of the organisation (December 2021 – value £150.00); and
- Establishment of a “Native Species Project Prize” fund with University of Glasgow which is a reward of £250.00 to the undergraduate student in Zoology or Marine & freshwater Biology whose final-year wet project scores highest in terms of its scientific value and method and encourage publication in a peer-reviewed journal. This fund seeks to encourage undergraduates to learn more about UK native fauna thus increasing employability whilst also increasing the knowledge base and understanding of UK native flora and fauna that enhances ecological consultancy as a discipline (Commenced '21-'22 academic year, value: £250.00 annually).

Miscellaneous

This procedure will be periodically reviewed. We will notify employees in writing of any change to it and of the date any change comes into effect. This may be via our intranet, use of notice boards or email.

This policy is non-contractual and we may make changes to it from time to time.



Erik Paterson,
Director,
EP Ecology Ltd.

Date of review: 18 January 2023

Date of next review: on or before 31 January 2024