

SPARK

Corporate Social Responsibility (CSR)

Policy Brief and Purpose

Our CSR policy refers to our responsibility toward our environment. Our company's existence is fleeting in the grand scheme of things but while we work we wish to have a positive impact on the world in which we operate.

Scope

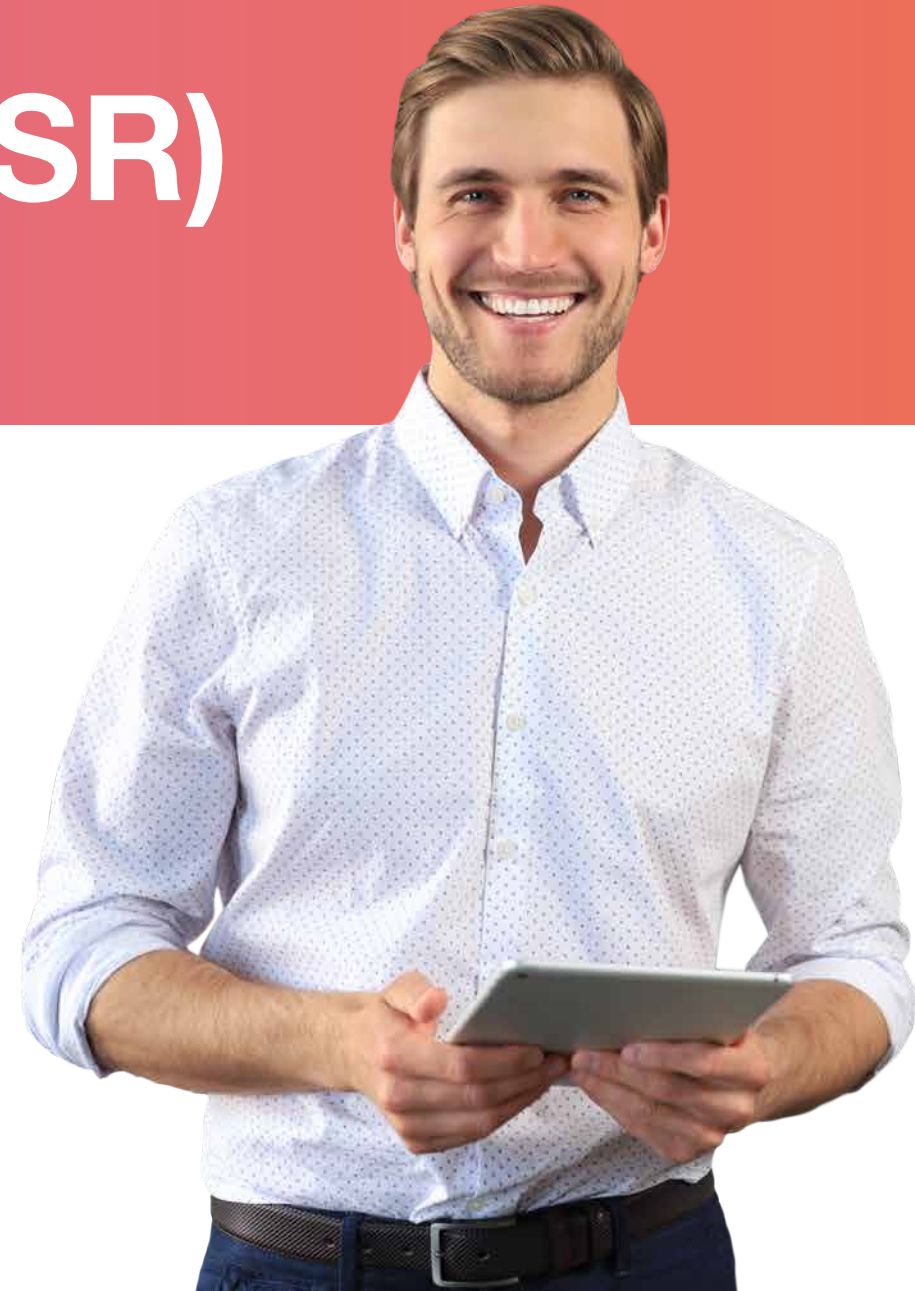
This policy applies to our company and its employees. It also helps us to identify suppliers of a similar mindset to enable us to ensure that our supply chain is equally committed to our values.

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.



Compliance

Legality

Our company will:

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

Business Ethics

We will always conduct business with integrity and respect for human rights.

We'll promote:

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

Protecting The Environment

Our company recognizes the need to protect the natural environment. Keeping our environment clean and unpolluted is a benefit to all. We will always follow best practices when disposing of rubbish and using chemical substances. Ownership is an important part of this.

Protecting People

We will ensure that we:

- ☀️ Do not risk the health and safety of our employees and community.
- ☀️ Enhance rather than harm the lives of those living in our community
- ☀️ Provide our employees with a healthy place to work.
- ☀️ 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 labour practices. We will ensure that our activities do not directly or indirectly violate human rights in any country in which we operate.



Proactiveness

Donations And Aid

Our company may preserve a budget and/or undertake activities to make monetary donations. These donations will aim to:

- Advance the arts, education and community events.
- Help those in need.

Volunteering

Our company will encourage its employees to volunteer. They can volunteer through programs organised internally or externally. In so doing our company shall allow all employees to take up to 2 days paid leave per year to volunteer.

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 products and technologies

Supporting The Community

Our company may initiate and support community investment and programs. We may offer our services on a pro-bono basis to certain groups and may invite local organisations to engage with us to provide experience and other services to those in the local community.

We may also invite local groups to use our facilities.

Learning

We will actively invest in learning for our people. We will be open to suggestions and listen carefully to ideas. Our company will try to continuously improve the way it operates.

Our people are encouraged to invest time and energy in their own learning and are encouraged to spend time every month learning new skills and ideas.

