

CORPORATE RESPONSIBILITY AND GOVERNANCE POLICY

Purpose

Inspectahire Instrument Company Ltd. is committed to operating as a responsible, ethical and sustainable business. We recognise that the way we conduct our business has an impact on our employees, customers, suppliers, local communities and the environment.

This policy sets out our commitment to responsible business practices by integrating environmental responsibility, social responsibility and good governance into our day-to-day operations and decision-making.

We believe that responsible business practices contribute to long-term business success, strengthen relationships with our stakeholders and support continual improvement across the organisation.

Scope

This policy applies to all employees, directors, agency workers, contractors, consultants, suppliers, subcontractors and any other persons working for or on behalf of Inspectahire Instrument Company Ltd.

We expect our business partners to share our commitment to ethical business practices and to comply with all applicable legal and regulatory requirements.

Responsibilities

The Managing Director has overall responsibility for this policy and for ensuring that responsible business practices remain embedded throughout the organisation.

The Quality Assurance Manager is responsible for maintaining and reviewing this policy, monitoring its effectiveness, coordinating continual improvement activities and reporting relevant performance through the Company's Management Review process.

Managers are responsible for promoting the principles contained within this policy, ensuring compliance within their areas of responsibility and encouraging continual improvement.

All employees are responsible for acting ethically, complying with Company policies, identifying opportunities for improvement and reporting any concerns regarding unethical, unsafe or unlawful practices.

Our Commitments

Environmental Responsibility

Inspectahire Instrument Company Ltd. is committed to reducing the environmental impact of its operations through the effective implementation of its Environmental Management System.

Our environmental commitments include:

- preventing pollution where reasonably practicable;
- reducing waste and increasing recycling;
- using energy and natural resources responsibly;
- considering environmental impacts when purchasing goods and services;
- complying with applicable environmental legislation;
- continually improving our environmental performance.

Detailed environmental arrangements are contained within the Company's Environmental Policy Statement and OP 12 Environmental Policy.

Social Responsibility

We recognise that our employees are our greatest asset and are committed to maintaining a safe, inclusive and supportive working environment.

Our commitments include:

- protecting the health, safety and wellbeing of employees;
- promoting equality, diversity and inclusion;
- providing opportunities for competence, training and professional development;
- treating employees fairly and with respect;
- preventing modern slavery, forced labour and child labour;
- supporting local communities and charitable initiatives where appropriate;
- delivering high-quality services that meet customer requirements.

Governance

We are committed to conducting our business with honesty, integrity and accountability. Our governance commitments include:

- complying with applicable legislation and regulatory requirements;
- maintaining an effective ISO 9001 Quality Management System;
- managing business risks and opportunities;
- preventing bribery, corruption and unethical business practices;
- protecting confidential information and personal data;
- maintaining robust supplier approval and monitoring arrangements;
- encouraging employees to report concerns without fear of retaliation;
- continually improving our business management systems.

Suppliers and Ethical Business

We seek to establish long-term relationships with suppliers who share our commitment to ethical business practices.

Our supplier management arrangements include:

- fair and transparent procurement;
- supplier approval and evaluation;
- monitoring supplier performance;
- promoting ethical trading principles;
- encouraging compliance with modern slavery legislation;
- supporting continual improvement throughout the supply chain.

Where appropriate, supplier performance is reviewed as part of our Approved Supplier Management Process.

Monitoring and Continual Improvement

The effectiveness of this policy is monitored through:

- Internal Audits
- Management Reviews
- Supplier Evaluations
- Customer Feedback
- Risk and Opportunity Reviews
- Corrective Action processes
- Legislative Reviews
- Company objectives and Key Business Objectives

Where opportunities for improvement are identified, appropriate actions will be implemented to strengthen our responsible business practices.

Related Policies

This policy should be read alongside the Company's:

- Quality Manual
- Environmental Policy Statement
- OP 12 Environmental Policy
- Human Trafficking & Anti-Slavery Policy
- Health & Safety Policy
- Equality, Diversity & Inclusion Policy
- Anti-Bribery Policy
- Data Protection Policies
- Code of Conduct on Ethical Trading

Review

This policy is reviewed at least annually, or sooner where legislative, organisational or operational changes occur, to ensure it remains suitable, effective and aligned with the Company's objectives.

Performance against this policy is considered as part of the Company's Management Review process and continual improvement programme.

Authorised by:


Cailean Forrester (Jul 29, 2026 10:38:46 GMT+1)

Name: Cailean Forrester

Title: Managing Director

Date: 29/07/2026 (Review period is within 13 months from this date)

Corporate Responsibility and Governance Policy 2026 -2027 - POL 07 Rev 02

Final Audit Report

2026-07-29

Created:	2026-07-29
By:	Lillian Paterson (lillianpaterson@inspectahire.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWKgfv_jZAAOu1ltuA73PBrgUoS89ztvh

"Corporate Responsibility and Governance Policy 2026 -2027 - POL 07 Rev 02" History

-  Document created by Lillian Paterson (lillianpaterson@inspectahire.com)
2026-07-29 - 9:35:43 AM GMT
-  Document emailed to Cailean Forrester (caileanforrester@inspectahire.com) for signature
2026-07-29 - 9:35:47 AM GMT
-  Email viewed by Cailean Forrester (caileanforrester@inspectahire.com)
2026-07-29 - 9:38:23 AM GMT
-  Document e-signed by Cailean Forrester (caileanforrester@inspectahire.com)
Signature Date: 2026-07-29 - 9:38:46 AM GMT - Time Source: server - Signature Appearance Selected: DRAW
-  Agreement completed.
2026-07-29 - 9:38:46 AM GMT