

3663 Corporate Social Responsibility Policy

3663 First for Foodservice

including Swithenbank Foods

C6237.01.10



registered as BFS Group Limited



Introduction

3663 is committed to corporate social responsibility. The company conducts its business in a professional and ethical manner with due regard to legal regulations and standards. 3663 are dedicated to ensuring that all employees understand these values and conduct themselves accordingly.

The company has positioned itself as pioneer of best practice within the foodservice industry with regard to corporate social responsibility and the detail of these activities can be found in the annual sustainability report.

This policy statement provides a brief outline of the 3663 approach to CSR.

The 3663 approach

Corporate social responsibility is considered in relation to four broad areas:

- Our Communities
- Our People
- Our Environment
- Our Products

An outline of each area is as follows:



Our Communities

3663 work alongside our communities on both a local and national scale. Extensive local initiatives are actively encouraged, which include fund raising for local and national charities, educational support schemes and community support activity. On a national basis 3663 support the hospitality industries benevolent association, Hospitality Action, in addition to Springboard, an association developed to sustain our industries talent and resource into the future.

Our People

3663 people are the company's most valuable asset and strive to be an employer of choice in all areas of the business. The company respects the Universal Declaration of Human Rights and abides by it in all aspects of the business. The company places a high priority on the health & safety of the workforce and are committed to providing a safe, secure and clean working environment, with regular training and awareness on health and safety issues.

3663's employment policies are designed to promote equal opportunities, to provide an atmosphere of mutual respect in the workplace. The company has a zero tolerance approach to bullying, aggressive or abusive behaviour and any form of discrimination.

A number of formal and informal processes are in place to engage with and involve employees at every level. The company undertakes to act on feedback provided, and maintains honest and open lines of communication at all times.

Our Environment

3663 is committed to conducting its business in a manner which minimises environmental impact. Environmental issues are considered across all areas of the business and staff awareness is developed through the use of voluntary sustainability co-ordinators across the company.

3663 has an Environmental Management System certified to ISO 14001 across every site, supported by a dedicated team of environmental professionals who manage, audit and develop the system, maintain legal compliance and minimise risk.

3663 is the first foodservice distributor to gain ISO 14064 assurance, specifically obtained to validate the reduction in greenhouse gas emissions from our waste oil into sustainable bio-fuel recycling scheme.

Our Products

3663 has an ethical trading policy that relates mainly to own brand suppliers, who are required to apply the principles of the Ethical Trading Initiative base code. 3663 requires suppliers to set appropriate standards both in the UK and overseas which reflect this policy. Suppliers demonstrate that these standards are adhered to during technical audits and the company works proactively with suppliers to ensure these standards can be achieved.

The company have a rigorous product safety process and customers can be assured of full traceability and integrity within the 3663 supply chain.

3663 is actively involved with government, industry, non government bodies in order to maintain a current awareness of issues within the industry, and to lobby and influence outcomes.

3663 takes a proactive stance on providing foods to meet a broad range of needs including healthy eating, legal compliance (such as Target Nutrient Schools criteria), local sourcing, product provenance and accredited or assured lines.

Summary

Since 3663 was formed in 1999, an unparalleled commitment to corporate social responsibility has been demonstrated. The company has established an empowered Sustainability Board to monitor progress and drive ongoing improvement in across the four pillars outlined in this policy.

Feedback from stakeholders on this policy or the company's actions is openly welcomed. The full sustainability report can be found at www.3663.co.uk.

